

RESPONSE LETTER

NAME OF EMPLOYEE FRIEDMAN, Elizabeth S.		DATE OF BIRTH 8-26-93	SOCIAL SECURITY NUMBER NS
DATE OF REQUEST 11-10-81	DATE REQUEST RECEIVED 11-30-81		DATE OF RESPONSE 12-1-81
REQUESTED INFORMATION OR DOCUMENTS Official Personnel Folder			

- ☐ The attached material is furnished in response to your request.
- ☐ Your request did not specify a particular Standard Form 50, Notification of Personnel Action. We have attached a copy of the most recent form. If you require another SF 50, please include in your request the date of the SF 50 and the specific action shown on the form.
- ☐ This transcript of employment (which has been prepared from pay records) is furnished in lieu of an official personnel folder which either was never established or cannot be located. File this transcript as a permanent record on the right side of the official personnel folder established for this employee.
- ☐ The records of employment with the District of Columbia Government, county offices of the Agricultural Stabilization and Conservation Service, and Defense Non-appropriated Fund activities are not combined with the records of other Federal employment. The attached transcript serves as official documentation of the employee's service in lieu of the folder.
- ☐ This form has not been notarized as we have no notary available. We have affixed the seal of the General Services Administration, which is generally accepted as sufficient certification.
- ☐ We cannot answer questions of a personal nature. Unless otherwise indicated, conduct and performance were satisfactory.
- ☐ The requested information or document is not in the official personnel folder.
- ☐ The information you requested is not releasable without either written authorization from the person whose records are involved or proof of that person's death. If you resubmit your request, please return all correspondence.
- ☐ A search of our records did not reveal a record of the claimed Federal employment. If additional information or documentation can be submitted to verify the information shown in the request or to otherwise support the claimed employment, we will make a further search. If you resubmit your request, please return all correspondence.
- ☐ Requests involving retirement or insurance information or medical records should be sent to the Office of Personnel Management, Compensation Group, 1900 E Street NW, Washington, D. C. 20415.
- ☐ Pay claims arising from Federal employment should be sent to the General Accounting Office, 441 G Street NW, Washington, D.C. 20415.
- ☐ Requests concerning amendment or removal of information in the official personnel folder should be sent to the Work Force Records Management Branch, Room 6H30, Agency Compliance and Evaluation, Office of Personnel Management, Washington, D. C. 20415.
- ☐ Cases involving child support problems, should be sent to the Office of Child Support Enforcements, 6110 Executive Boulevard, Rockville, Maryland 20852.
- ☐ We do not have the authority to determine civil service status, reinstatement eligibility, or creditability of service. Contact the personnel office with which you are currently employed or seeking employment, or the Office of Personnel Management, 1900 E Street, Washington, D. C. 20415. The attached documents or transcript will assist in making such determinations.
- ☐ The records you have requested are not on file at this Center.
- ☐ We suggest you contact the address given below.
- ☐ The official personnel folder is not at this Center. Please contact the last or current employing agency.
- ☐ The agency mentioned in your request does not retire personnel records to this Center. We suggest you write directly to that agency.
- ☒ Your request has been forwarded to the office that retains legal custody of the record. Please contact that office at the address given below if you have further questions about this matter.
- ☐ The requested official personnel folder was sent to the address given below on _____. We suggest you contact that office.

Referral address:

**Office of PERSONNEL MANAGEMENT
John W. McCormack Post Office AND
Courthouse Bldg
Boston, MA 02109**

**Ms. VANESSA FRIEDMAN
33 KENDALL St.
Brookline, MA 02146**

6NCPCR-9

David L. Petree

DAVID L. PETREE
Acting Director, NPRC

NATIONAL PERSONNEL RECORDS CENTER
(Civilian Personnel Records)
111 Winnebago Street
St. Louis, MO 63118



United States of America
**Office of
Personnel Management**

John W. McCormack Post Office
and Courthouse
Boston, Massachusetts 02109

December 30, 1981

In Reply Refer To:

Your Reference:

Miss Vanessa E. Friedman
33 Kendall Street
Brookline, Massachusetts 02146

Dear Miss Friedman:

Executive Order 12107 designates the U.S. Office of Personnel Management as the legal custodian of all Official Personnel Folders (O.P.F.'s) of Federal employees, past and present, in positions subject to civil service rules and regulations. O.P.F.'s of former employees are maintained at the National Personnel Records Center (N.P.R.C.) in St. Louis, Missouri, but the N.P.R.C. does not have the authority to release the contents of an O.P.F. through a Privacy Act (5 U.S.C. 552a) request. All such requests must be submitted through the U.S. Office of Personnel Management, the legal custodian of the record.

The Privacy Act allows access to the entire O.P.F. of a deceased data subject when (1) the requestor submits proof of the data subject's death, or (2) the O.P.F. contains satisfactory evidence of the data subject's death, or (3) the O.P.F. is requested by subpoena. Because you have provided us with a certified copy of the death certificate of Elizabeth Smith Friedman, we have enclosed exact copies of all documents being permanently retained in her O.P.F. It has been noted that there is a discrepancy in the year of birth on the death certificate (1892 versus the correct 1893), but all other identifying information on the death certificate is consistent with the information in the O.P.F.

I trust the enclosed material will be helpful to you. The O.P.F. of Elizabeth Smith Friedman has been returned to the N.P.R.C., as we no longer have a need for it.

Sincerely,

William D. Davis

William D. Davis
Acting Asst. Administrative Officer

*Much about Gordon
Lum case in this
file!*

THESE RECORDS ARE GROUPED

EXACTLY AS THEY APPEAR IN

THE OFFICIAL PERSONNEL FOLDER

ABSTRACT OF OFFICIAL RECORD OF U. S. GOVERNMENT EMPLOYEE

(For the use of the department to which the employee has been transferred)

INSTRUCTIONS

INSTRUCTIONS

1. The act, approved February 14, 1922, prescribes that "each executive department, and each independent establishment of the Government not within the jurisdiction of any executive department, shall establish and maintain such record as will enable it to determine the amount deducted within each fiscal year from the basic salary, pay, or compensation of each employee within its jurisdiction to whom this act applies. When such employee is transferred from one office to another a certified abstract of his official record shall be transmitted to the office to which the transfer is made."

2. A complete official record of the

2. A complete official record in the Federal Service of the employee named should be set forth on this abstract. If an employee is transferred to another department, an abstract will be prepared in duplicate, showing his appointment in the department from which transferred and all changes of grade or compensation while therein. The original, properly executed, will be transmitted to the department to which transferred, the duplicate to be retained in his personal file. Should such employee be again transferred, the second department will prepare an abstract setting forth the data contained in that received by it, with the addition of his record while in the second department, such abstract to be transmitted to the department to which he is transferred, a duplicate being retained.

In the case of a nominal reinstatement for the purpose of transfer, the department to which transferred, the duplicate being retained.

3. In Table II show the amount deducted for the retirement fund during each fiscal year.

4. This certificate must be signed and countersigned (if necessary) by an official recognized by the Bureau of Pensions as authorized to sign certificate of administrative officer on application for refunds.

4. This certificate must be signed and countersigned (if necessary) by an official recognized by the Bureau of Pensions as authorized to sign certificate of administrative officer on application for refunds.

NAME: WRIEDMAN, Elizabeth

(Surname first, Mr., Miss, or Mrs.)

August 26, 1893.

(Date of birth)

Office of Director of Naval Communications

(Department and office in which last service was had. See Paragraph 2 of Instructions)

Navy Dept., Washington, D. C.

(Place)

November 26, 1927

(Date)

I. SERVICE RECORD

ESTABLISHMENT (a)	ACTION (b)	POSITION (Pay-roll title)	RATE OF PAY (c)	DATE EFFECTIVE
Office of Director of Naval Communications, Navy Department.	PA Res.	Code Builder.	\$1900	2/12/23 6/21/23.
	File			

(a) Place the name of department, bureau, or office in which the service was performed.

(b) Indicate the nature of the action according to the following key abbreviations: P.A., probational appointment; Exc., excepted from examination; E. O., Executive order; Rein., reinstatement; Trans., transfer; Pro., promotion; Red., reduction; Res., resignation; Rem. C., removed for cause; Rem. R., removed, reduction of force; L. W. O. P., leave without pay for periods of six months or more.

17. (C) Pay, leave without pay for personal reasons, and other compensation.

II. STATEMENT OF DEDUCTIONS FOR RETIREMENT FUND

(See Instructions No. 3)

Fiscal Year	AMOUNT	YEAR	AMOUNT	YEAR	AMOUNT	YEAR	AMOUNT	YEAR	AMOUNT
1923	\$17.15	(Feb. 12, 1923, to June 21, 1923)							
		REFUNDED.							

Do the records show that the employee has made application for refund of any portion of the amount shown above? Yes
(Yes or No)

If so, state the amount and period covered \$17.15 (Feb. 12, 1923, to June 21, 1923)
(Amount and period covered)

Do the records show that any portion of the amount shown above has been refunded to the employee? Yes
(Yes or No)

If so, state the amount and period covered \$17.15 (Feb. 12, 1923, to June 21, 1923)
(Amount and period covered)

In case service record shows reentry into service, does the employee claim that he has made redeposit of any amount refunded him at time of separation? _____
(Yes or No)

The foregoing is a correct abstract of the official record of Elizabeth S. Friedman
(Name of employee)

based on the official records of the Navy Department
(Establishment)

or official certification from the other executive departments or independent establishments in which he was employed.

SERVICE RECORD

A. H. Holland,

(Signature)

Countersigned November 29, 1927.

Disbursing Clerk, Navy Department.
(Official title)

S. S. Curtis

(Signature)

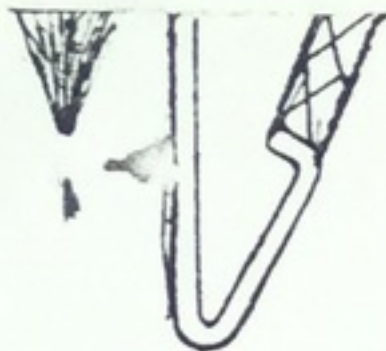
Chief Clerk, Navy Department.

(Official title)

GOVERNMENT PRINTING OFFICE 10-1719

Furnished to:

Chief, Division of Appointments,
Treasury Department,
Washington, D. C.



NAVY DEPARTMENT
WASHINGTON
SECRETARY'S OFFICE

November 26, 1927.

date

SUBJECT: Abstract of Official Record of **Friedman, Elizabeth**

FROM: Office of Secretary of the Navy (Appointment Division).

TO

Bureau of:

AERONAUTICS
CONSTRUCTION AND REPAIR
ENGINEERING
MEDICINE AND SURGERY
NAVIGATION
ORDNANCE
SUPPLIES AND ACCOUNTS
YARDS AND DOCKS
U.S. MARINE CORPS
NAVAL OBSERVATORY
HYDROGRAPHIC OFFICE

Office of:

JUDGE ADVOCATE GENERAL
CHIEF OF NAVAL OPERATIONS
DIRECTOR NAVAL COMMUNICATIONS
NAVAL INTELLIGENCE

Boards:

COMPENSATION
GENERAL
NAVAL EXAMINING & RETIRING
INSPECTION & SURVEY

DISBURSING CLERK, NAVY DEPT.

FOR

Notation of records and
prompt return.

Completion of form, showing re-
tirement deductions; signature
and countersignature; and prompt
return.

11-29-27
date

RETURNED to Room 2508, APPOINTMENT DIVISION, SECRETARY'S OFFICE.





TREASURY DEPARTMENT

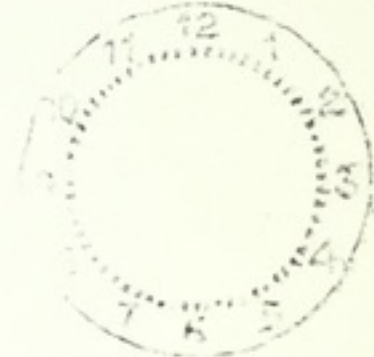
OFFICE OF THE SECRETARY

DIVISION OF APPOINTMENTS

WASHINGTON

November 21, 1927

Chief, Appointment Division,
Department of the Navy.



Sir:

In accordance with the Act of February 14, 1922, it is requested that the Treasury Department be furnished with an abstract, in ^{duplicate} ~~triplicate~~ on the form provided for that purpose, of the official record of the employee named below:

Name: Elizabeth S. Friedman

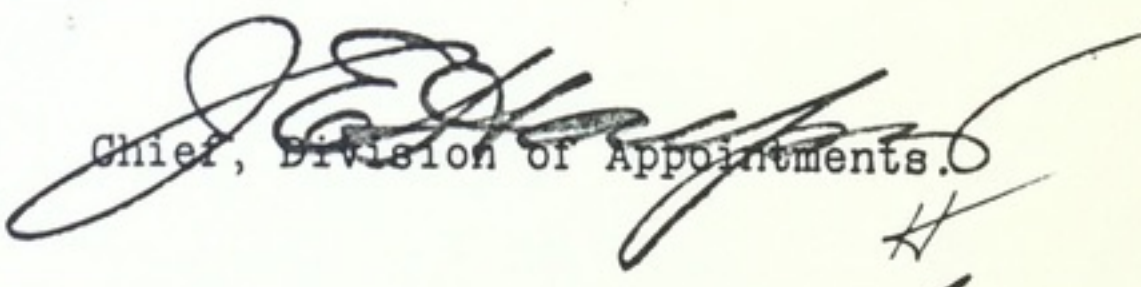
Date of birth: August 26, 1893

Bureau of office and period of service claimed:

Code Builder, Code and Signal Section, January, 1923 to June 30, 1925; also, War Department, Signal Corps, December, 1920 to January 1, 1922-Code Compiler and Crypt Analyst.

A statement is requested as to whether or not the above named employee was granted leave of absence in excess of six months in the aggregate during any calendar year.

Respectfully,


Chief, Division of Appointments.

Form No. 246.

Donatus

OK

NAVY DEPARTMENT,
WASHINGTON.

June 9, 1923.

NOTED-P. R.

FROM: Navy Department.
Elizabeth Friedman,
To: Office Director of Naval Communications,
Navy Department.

SUBJECT: Acceptance of resignation.

Code Builder at \$1900
per annum, resignation as

June 26, 1923.

is hereby accepted to take effect

By direction of the Secretary of the Navy:

P. S. Curtis

Chief Clerk.

(Without delinquency or misconduct)

In reply refer to Initials
and No.

903-901

NAVY DEPARTMENT
OFFICE OF CHIEF OF NAVAL OPERATIONS
WASHINGTON

6 June 1923

From: Mrs. Elizabeth S. Friedman
To: Secretary of the Navy (Appointment Division)
SUBJECT: Resignation

1. I hereby tender my resignation as Code Builder
at \$1900. per annum in the Office of the Director Naval
Communications, effective 21 June 1923.

Elizabeth S. Friedman

Op-20-G

1st Endorsement

6 June 1923

From: Director Naval Communications
To: Secretary of the Navy (Appointment Division)

1. Forwarded, recommending acceptance.
2. The employee above mentioned is being separated from
the service without delinquency or misconduct.

D.C. Bingham
D.C. Bingham
Acting



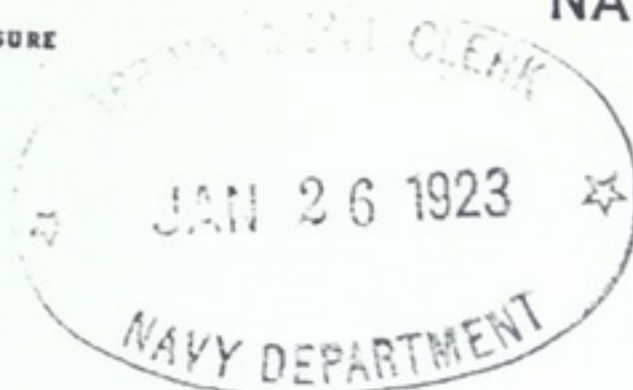
ADDRESS DIRECTOR NAVAL COMMUNICATIONS
NAVY DEPARTMENT, WASHINGTON, D. C.

FTC(0)

AND REFER TO NO.

Op-20-I
903-900

INCLOSURE



NAVY DEPARTMENT
SECY'S OFFICE - RECORD DIV.

RECEIVED
NAVY DEPARTMENT

NAVAL COMMUNICATION SERVICE

GP. MAT. PTC
J.A.S. OFFICE OF THE DIRECTOR
SOL.
O. O.
APPT.

JAN 26 1923

WASHINGTON, 25 January 1923.

FROM: Director Naval Communications.
TO: Secretary of the Navy.

SUBJECT: Appointment of a Cryptanalyst.

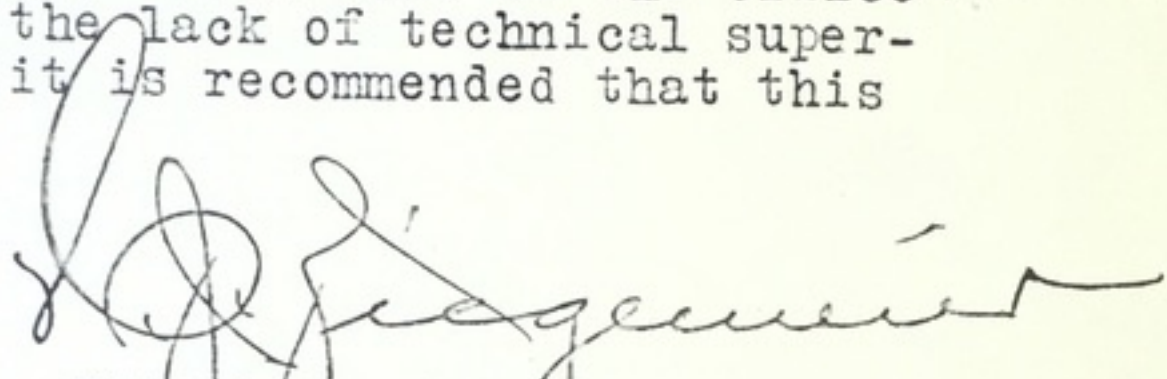
1. It is requested that the Civil Service Commission be asked to authorize the appointment to this office of one cryptanalyst at \$1900 per annum. The appointment should be made under paragraph 10 of Section II or paragraph 8, of Schedule A, of the Civil Service rules.

2. The necessity for this position and the requirements and duties thereof are as follows: The services of an expert with considerable training in cryptography are absolutely necessary to the conduct of business in our Code & Signal Section, in connection with the analysis and building of the secret codes and ciphers prepared in this Section and issued to the entire Naval establishment. The work requires thorough training in english and mathematics, coupled with a thorough understanding of the principles of code and cipher building and analysis, which can only be obtained by long study and training. Experience in building and breaking of military codes and ciphers is a necessary qualification, together with experience in the analysis of non-military codes and ciphers. There are probably less than a dozen persons throughout the whole United States qualified for this type of work. The codes and ciphers involved are used in the preparation of all secret communications transmitted by the Navy. These messages necessarily contain military and diplomatic information of a most secret nature and the position is one of high responsibility. If a competent cryptanalyst is procured, it is proposed to have the person appointed give a course of instruction to Naval officers on duty in the Office of Naval Communications. *code building*

3. The recent resignation of [REDACTED], cryptographer at \$1600 per annum, who resigned to accept a position at twice that salary with a commercial code and cipher machine company, has emphasized the fact that higher compensation *code building*

must be paid by the Navy Department to attract competent persons for this work. The Signal Corps of the War Department pay \$4500 per annum to a cryptanalyst engaged upon duties very similar to the duty required in our Code & Signal Section.

4. This \$1900 position will be [REDACTED], supervising telegrapher at \$1900 per annum, re-rated to telegrapher at \$1700 per annum. The work of the office is now being handicapped by the lack of technical supervision of our code work and it is recommended that this appointment be expedited.


H. J. Liegemeier.

*Approved with exception of name
Thurston Bennett*

*{ Use Code
Builder*

Bg-Co

February 2, 1923.

Gentlemen:

It is respectfully requested that the Commission authorize the appointment of Mrs. Elizabeth Smith Friedman as Code Builder at \$1900 per annum, in the Office of the Director of Naval Communications, Navy Department, under paragraph 10 of section II, or paragraph 8 of schedule A, of the Civil Service Rules.

The necessity for this position and the requirements and duties thereof are as follows: The services of an expert with considerable training in code building are absolutely necessary to the conduct of business in the Code and Signal Section, in connection with the analysis and building of the secret codes and ciphers prepared in the Section and issued to the entire Naval Establishment. The work requires thorough training in english and mathematics, coupled with a thorough understanding of the principles of code and cipher building and analysis, which can only be obtained by long study and training. Experience in building and breaking of military codes and ciphers is a necessary qualification, together with experience in the analysis of non-military codes and ciphers. There are probably less than a dozen persons throughout the whole United States qualified for this type of work. The codes and ciphers involved are used in the preparation of all secret communications transmitted by the Navy. These messages necessarily contain military and diplomatic information of a most secret nature and the position is one of high responsibility. If a competent code builder is procured, it is proposed to have the person appointed give a course of instructions to Naval Officers on duty in the Office of Naval Communications.

Civil Service form 375, properly filled out and executed by Mrs. Friedman, is attached hereto.

By direction of the Secretary of the Navy:

F. S. Curtis
Chief Clerk.

U.S. Civil Service Commission,
Washington, D. C.

Handwritten mark

Eg-Do

NOTED-P. R.

February 12, 1923.

From: Secretary of the Navy (By direction).
To: Mrs. Elizabeth S. Friedman,
Office of the Director of Naval Communications.

SUBJECT: APPOINTMENT.

1. You are hereby appointed as Code Builder, at \$1900 per annum, in the Office of the Director of Naval Communications, Navy Department, Washington, D.C., chargeable to the appropriation, "Salaries, Office of Director of Naval Communications", to take effect when you have executed the required oath, and entered upon duty.

2. This appointment is approved by the Civil Service Commission, under Section 10 of Rule II, with the understanding that the appointee does not by such appointment, acquire a competitive status, or become eligible for any other position or duties.

3. Your retention in the service after expiration of probationary period shall be equivalent to absolute appointment.

E. B. Curtis
CHIEF CLERK.

(Additional position).

ADDRESS DIRECTOR NAVAL COMMUNICATIONS
NAVY DEPARTMENT, WASHINGTON, D. C.

AND REFER TO NO.

Op-20-I
902-900

ENCLOSURE

NAVY DEPARTMENT

LS (0)

NAVY DEPARTMENT
NAVAL COMMUNICATION SERVICE

RECEIVED
OFFICE OF THE DIRECTOR

JP.
OP. MAT.
J.A.G.
SOL.
O. O.
APT.



LT.
PTG.
CY.
SUPP.
SECT.
A. B.

WASHINGTON. 22 March, 1923.

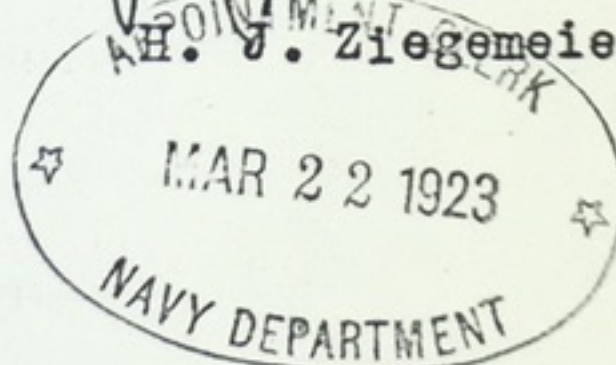
MAR 22 1923

FROM: Director Naval Communications.
TO : Secretary of the Navy.
SUBJECT: Congressional Bonus for Mrs. E. S. Friedman,
Code Builder at \$1900.

1. It is recommended that the payment of the \$240 Congressional Bonus be authorized for Mrs. E. S. Friedman, Code Builder at \$1900 per annum. Mrs. Friedman entered upon her duties in this office February 12, 1923, and has satisfactorily performed the same since that date.

[Handwritten signature]

APPOINTMENT CLERK
H. J. Ziegemeier,



[Handwritten note in a circle:]
and
OK
if Mar 12

BE-74

March 31, 1923,

MEMORANDUM FOR THE DISBURSING OFFICE

NAVY DEPARTMENT

I hereby certify that Elizabeth Friedman, Code Builder at \$1900 per annum in the Office of the Director of Naval Communications, Navy Department, possesses the ability and qualifications as would justify the payment of the increased compensation of \$240 per annum, authorized by the provisions of the Act (To provide additional compensation for certain civilian employees), approved June 29, 1922, effective March 12, 1923.

Theodore Roosevelt
Acting Secretary of the Navy.

Copy for D. H. C.

NAVY DEPARTMENT,

FEB 15 1923

Washington,

Sir:

The following information is furnished in pursuance of General Order No. 353 of August 13, 1886:

Name, Friedman, Elizabeth S.

Where employed, Office of the
Director of Naval Communications
Chief of Naval Operations,
Navy Department.

Position, Code Builder.

Pay, \$1900 per annum.

Date of appointment, February 12, 1923.

Date of acceptance, February 12, 1923.

Date of oath, February 12, 1923.

By direction of the Secretary of the Navy,

Very respectfully,

F.S. Curtis.

Chief Clerk.

The Auditor for the Navy Department,
Washington, D. C.

ACCEPTANCE

NOTED-S.R.

NOTED-F.R.

Washington, D.C.

Noted-CSO

February 12, 1923, 19

Sir: I hereby accept the appointment tendered me by you, Code BuilderOffice of the Director of Naval Communications, with pay at the rate of \$ 1900per annum, dated February 12, 1923, 19

(Date of letter of appointment.)

Very respectfully,

Elizabeth S. Friedman

To THE SECRETARY OF THE NAVY.

OATH OF OFFICE.

Having been appointed Code Builder, Office of Director of Naval Communications

I, Mrs. Elizabeth S. Friedman, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter: So help me God.

*Elizabeth S. Friedman*Washington

(State of.)

D.C.

(County of.)

882

Sworn to and subscribed before me this Twelfth day of February, 1923*Wm. A. Beeghly*
Notary PublicEffective February 12, 1923

THE ANNEXED BLANKS ARE TO BE FILLED IN BY THE APPOINTEE.

LEGAL RESIDENCE—STATE FROM WHICH APPOINTED.

State:	Cong. Dist.:	City or Town:	County:
<u>Washington</u>		<u>Washington, D.C.</u>	
Place of Birth:	Date of Birth:	Veteran of Civil War, Spanish War, or War with Germany.	
<u>Huntington, Ind.</u>	<u>August 26, 1893</u>	<u>No</u>	

Code breakers are figures of mystery in Washington, but one woman expert's work can be told

Key Woman of the T-Men

Adapted from *The American Legion Monthly*

Leab Stock Helmick

IN THE Army and Navy there are small picked groups of officers — and in the Coast Guard Division of the Treasury, one woman — who consider it a matter of course to find their desks each morning piled with weird documents composed of apparently unrelated numerals and hieroglyphics. Instruments on the teletype principle in the room may begin sputtering seemingly mad scrambles of letters, and somewhere in the heart of the gibbering confusion the code officer knows there is a coherent secret message and that he is expected to "break" it — and to break it right now.

A good code breaker, or cryptanalyst, must be able to decipher messages taken from wire or radio within a few hours, because it is rarely a matter of more than that until a code message under modern conditions produces the action intended. The job requires the deductive and analytical qualities of a super-picture-puzzle wizard and a bridge expert, combined with a specialized knowledge of all that the world has learned about code construction in 2500 years. Today

in Washington cryptanalysis is as distinctly a profession as psychoanalysis or plastic surgery.

But when it comes to questions of who the code breakers are, what materials they work with and what their objectives are — Washington draws the curtain of secrecy. State Department officials admit that they have codes for communication with our ambassadors. But the possibility that they have ever had, except in wartime, any means of investigating the code secrets of foreign powers the higher-ups treat as undiscussible. The boss of the Army's cryptanalysts, Lieutenant-Colonel William F. Friedman, head of the Signal Intelligence Service, will admit only that a few bright young officers play a constant war game with each other of code devising and code breaking.

Occasionally a legend filters down from the Signal Intelligence Service. There is the report, for instance, that a young decoding expert with no prior knowledge of hieroglyphic language scripts "broke" the famous Rosetta stone mystery in eight hours. The schol-

ars who first did it took 23 years. Then there is the story of an inventor — himself a cryptanalyst of high amateur standing — who demonstrated a new language scrambling machine. Into it had gone several years' time, a new system of cryptic writing, and \$1,000,000. Yet the Washington experts began reading back his messages within 30 minutes.

If, however, you inquire too deeply about such activities, you may be politely reminded that publishing certain types of national defense secrets is punishable by a term in the federal penitentiaries. The Army and Navy, in other words, are keeping themselves constantly on their toes for a war in which secrecy of communication will be of no less strategic value than gun power and transport.

There is, in fact, just one place in the government where a few facts about code breaking can be obtained. That is in the Treasury Department. When one of the Treasury Department's enforcement agencies gets the scent of a new international enterprise in smuggling, dope running, white slavery or illicit immigrant-running, there is one unofficial order that sticks in every agent's mind: "Get some of the gang's correspondence and send for Mrs. Friedman."

For in this type of warfare Elizabeth Smith Friedman is charged

with the same responsibilities with which her husband, Col. Friedman, would be charged in the event of war — the solution of the enemy's secret communications. More than that, she was responsible for awakening Col. Friedman's interest in cryptanalytical science in the first place.

In 1916 Elizabeth Smith, fresh from Wooster College and looking for a job, was introduced to a wealthy enthusiast who owned the greatest collection of literature on cryptic writing in America. George Fabyan possessed fighting convictions that Francis Bacon, the Elizabethan philosopher, had written the works of William Shakespeare. He was constantly on the lookout for young scholars who would go into his Riverbank laboratory and spend their lives running down the cipher in which Bacon had said so. Elizabeth Smith had specialized in Elizabethan literature, and Fabyan gave her a job.

She made two uses of her opportunity. She convinced William Friedman, a brilliant young geneticist in the Fabyan scientific laboratories, that he could have more fun solving the Baconian mystery than charting the family trees of fruit flies. Then, during the 1916-17 winter, the young couple worked out for themselves the basic principles of code-breaking science.

They learned, for instance, that the first thing to look for in a scramble of letters or hieroglyphic ci-

phers is repetition. In English there are all the final *e* and *s* words, the adverbs ending in *ly*, the *ed* ending on the past tenses. There are the diphthongs *tb*, *cb*, and *wb*, the *q* with its *u* satellite, and so on. No system of cryptic writing that is intended to be read can avoid these repetitions. Even if the symbol for *a* is *q* in the first line, *423* in the second line, and an originally devised cipher character in the third, there must be a rhythm in the shifts of symbols which eventually will betray *a* to the expert cryptanalyst. And deciphering the first half dozen letters is half the battle.

In the spring of 1917, war came on, the Friedmans were married, and the Fabyan laboratory was commandeered by the government as a training school in military cryptography.

Commissioned a lieutenant, Friedman was sent to France. Mrs. Friedman stayed on at Riverbank. Squads of young officers with a high I.Q. rating were sent to her for training. By the end of the war she probably knew as much about military code making and breaking as a division signal corps headquarters.

In the early 1920's the Treasury Department's criminal-catching agencies began piling up with odds and ends of mysterious messages. The big crime syndicates were taking to code, and the T-men were without means of deciphering them. Suddenly it was realized that some

of the best talent in the United States was going to waste under the modish hat of a young matron who by now had informed Mr. Fabyan that if Bacon wrote Shakespeare, he had not troubled to put a cipher in his works to tell about it.

So in 1923 the Coast Guard chiefs sent for Mrs. Friedman and appointed her "key woman" of code-breaking activities on the crime front. She is entrusted with more secrets of the crime world and of federal detection activities than any woman in history. Gang bosses have gone to penitentiaries as a result of her expert efforts. Syndicates have been broken up and millions of dollars' worth of outlaw business has been interrupted.

Much of her activity is necessarily involved in mystery as deep as that surrounding the Army and Navy code experts. Yet there are definitely "closed" cases on which her work is a matter of public record. There was the case, for instance, of the twin brothers Israel and Juda Ezra, under surveillance for years by Treasury operatives as San Francisco's canniest pair of dope runners. They had everything on them but the clinching evidence.

One night early in 1933 the operatives gained possession of a Shanghai-postmarked letter addressed to the Ezras. It was a confusing gibberish of words like "wyrras," "wyvas" and "wysats"

mingled together with a mad jumble of unrelated numbers. Within an hour it was flashed over the radio to the Key Woman.

It was a double-code system, with a constant shifting of symbols, but within a few hours Mrs. Friedman had nosed out her basic clues and solved it. The real message in the "wyr-ra-wyvas" correspondence was to this effect:

Our shipment goes today. It consists of 520 tins of smoking opium and 20 tins sample, 70 oz. cocaine, 70 oz. morphine, 40 oz. heroin. . . .

It was signed in code by two Chinese known to the League of Nations as pillars of the export trade in illicit narcotics.

A few days later another code letter to the Ezras was intercepted. It instructed them, Mrs. Friedman's skill revealed, to look for the containers of narcotics in eight numbered drums of a shipment of tung oil to arrive in San Francisco on the Japanese freighter *Asama Maru*. The customs men and the narcotic division operatives pounced, when the *Asama Maru* made port, and found the narcotics. At last the physical connection of the Ezras with the dope traffic had been established.

Largely as a result of Mrs. Friedman's evidence, the Ezras pleaded guilty and were given the maximum sentence of 12 years for narcotic smuggling. "Twelve years," as a Pacific Coast columnist wrote,

"in which to try to devise a code that a woman couldn't break."

Still more important, from the standpoint of Uncle Sam's diplomatic embarrassments, was Mrs. Friedman's help in solving the mystery in the celebrated *I'm Alone* case. The ship was built in Canada for the liquor trade, and, so far as her record is known, operated exclusively for that purpose. On March 23, 1929, a Coast Guard cutter's zealous crew sighted her near the Louisiana coast in a raging norther. When she refused to honor the "heave to and be searched" signals, they chased her miles beyond the limits of maritime law jurisdiction, and sank her with her Canadian flag still waving. The crew were rescued, but for the loss of the vessel and its cargo the Canadian government filed a claim against the United States of \$365,000.

The Dominion claim was based on the presumption that vessel and cargo were Canadian-owned. American officials contended that the *I'm Alone* belonged to New Yorkers. If this could be established, the scandal of the sinking could be cut down to a mere flag insult, which could be adjusted between friendly powers by a formal apology and small cash indemnity.

Underworld gossip of a dozen rum ports turned up hints of a "Dan" and a "Big Jim" somewhere. But who "Dan" and "Jim" were, or where they had vanished,

appeared increasingly elusive, as the Treasury detectives followed one dead-end clue after another.

Then one morning, Elizabeth Friedman walked into the office of Edson Shamhart, supervising customs agent in New Orleans, with translations of 23 code messages subpoenaed from telegraph companies. All came from Belize, British Honduras, and were addressed to "Harforan," an unregistered code address in New York. They dealt with shipping dates and destinations, with brands and prices of prohibited liquors. The only difficulty was that there was not enough data in the messages to indicate what ship was being loaded.

But when Mrs. Friedman dumped her translations on Shamhart's desk, the information fitted perfectly with what the agents had known for nearly two years of the *I'm Alone* movements. The caller for "Harforan" messages at New York telegraph offices was quickly traced, and within a week Dan Hogan, half owner of the *I'm Alone*, was captured.

Marvin Clark, the "Big Jim" of the *I'm Alone* legend, stayed at large two years longer, but long before his capture, Hogan and his gang were safely stowed away in federal penitentiaries, and the American ownership of the *I'm Alone* fully established. When Chief Justice Duff of the Canadian Supreme Court and Justice Van Devanter of the American high tribunal sat

as an arbitration court in the winter of 1934-5, they agreed that all the United States owed for the *I'm Alone* indiscretion was \$50,000 for the flag insult and the destruction of Canadian seamen's property.

The professional code breakers seldom talk of these exciting crime chases in the background of their labors. Mostly, when they talk of their work at all, it is in terms of concentration. Their proficiency is based on a discipline of mind, all the code breakers agree, and not on talents reserved to mental prodigies. It is a good deal, in fact, like a cultivated "gift" for languages. A man who knows a hundred code systems is not likely to be stumped entirely by the hundred and first for more than a few hours. There is a professional proverb to the effect that you can "break" any code if the maker of it doesn't know more about codes than you do.

Yet the effects of an eight-hour day at a code-breaker's normal nervous tension are not to be laughed off. The Friedmans have a household rule that code problems are not to be mentioned out of office hours. And their retirement plan is to solve the mystery of the language of the Etruscans or the Mayas. No professional code breaker ever wants to get away from cryptanalysis entirely, but it would be restful, they say, to unravel a code some day on which nothing more nerve-wracking depended than the approval of scholars.

Name (in full) ELIZABETH SMITH FRIEDMAN Sex F
Present address 3932 Military Rd Date of birth Aug. 26, 1894

[illegible][illegible]

My commission expires Feb. 15, 1944

✓

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: ~~18~~

8555

1

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date: 29 January, 1940Name: Friedman, Mrs. Elizabeth S.From: U. S. Coast Guard

(BUREAU OR OFFICE)

Nature of Recommendation

Promotion

	FROM	TO
Position	Cryptanalyst-in-Charge	Cryptanalyst-in-Charge
Grade	P-4	P-4
Salary	\$3,800 per annum	\$4,000 per annum
Bureau	U. S. Coast Guard	U. S. Coast Guard
Office		
Unit		
Division	Communications	Communications
Section		
Sub-Section	Cryptanalytic	Cryptanalytic
Headquarters	Washington, D. C.	Washington, D. C.
Post of Duty	Washington, D. C.	Washington, D. C.
Appropriation	Sal. Off. of Comdt., USCG, 1940	Sal., Off. of Comdt., USCG, 1940
Allotment	(CASH ROLL I)	(CASH ROLL I)

EFFECTIVE:

FIELD ☐ DEPTMTL ☒FIELD ☐ DEPTMTL ☒

Remarks:

1 February, 1940

BUREAU OR DIVISION NO.

DATE OF BIRTH:

8-26-93

LEGAL RESIDENCE:

D. C.

VETERAN'S PREFERENCE

No

NATURE OF POSITION

NEW:

ADDITIONAL IDENTICAL

VICE VACANCY:

VICE:

CIVIL SERVICE AUTHORITY:

DATE OF EFFECT:

SUBJECT TO RETIREMENT ACT:

Yes

Justification:

Most entitled to promotion by reason of efficiency rating
and length of service.

Consideration given all other eligible employees.
Certified as to Sufficiency of Appropriated Funds.

C. H. JONES,
Captain, U.S. Coast Guard,
Chief Personnel Officer.

Bureau or Division Head

(FOR USE OF DIRECTOR OF PERSONNEL, TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY

DATE

25
UNITED STATES CIVIL SERVICE COMMISSION

Washington, D. C.

File EHR:MCR:CP

June 14, 1938

The Honorable
The Secretary of the Treasury

Sir:

Elizabeth I. Friedman

Attention is invited to the Executive order issued under date of May 16, 1938 (No. 7887) extending the provisions of the Civil Service Retirement Act to employees appointed under authority of section 10 of civil service rule II. The order reads as follows:

"By virtue of and pursuant to the authority vested in me by section 3 of the Civil Service Retirement Act of May 29, 1930 (46 Stat. 470, U.S.C., title 5, sec. 693), and upon recommendation of the Civil Service Commission, it is ordered that the provisions of the said Civil Service Retirement Act be, and they are hereby, extended to apply to all employees who serve under appointments made without competitive examination under authority of section 10 of Civil Service Rule II and who are citizens of the United States, except those whose employment is intermittent or on a per diem when-actually-employed basis.

"This order shall become effective on July 1, 1938."

Regular retirement deductions from the salaries of those employees in your department affected thereby are accordingly mandatory from and after July 1, 1938, and any such employee who may have attained retirement age with at least 15 years of service to his credit will, under the terms of section 204 of the act of June 30, 1932, be subject to automatic separation for retirement purposes on July 31, 1938, unless continued by Executive order. Application for credit for past service rendered since August 1, 1920 should be made on Form 3012.

According to a recent check of the records of this office, there are twenty-eight employees of the Treasury Department appointed under the provisions of section 10 of civil service rule II who are in the

See file of Louis Ayres.

64
Copy

service at the present time, as shown on the following list:

<u>Name</u>	<u>Designation</u>	<u>Bureau</u>
[REDACTED]	Consulting Specialist (Architectural)	Office, Supervising Architect
[REDACTED]	Consultant in Child Hygiene Research Associate	Public Health Public Health
[REDACTED]	Consulting Specialist (Architectural)	Nat.Inst. of Health Office, Supervising Architect
[REDACTED]	Special Expert (part-time) Consulting Specialist	Public Health Office, Supervising Architect
[REDACTED]	Consulting Specialist (Architectural)	Office, Supervising Architect
[REDACTED]	Immunologist	Public Health
Friedman, Elizabeth S.	Cryptanalyst in charge	Coast Guard, Field
[REDACTED]	Consulting Hygienist	Public Health
[REDACTED]	Biophysicist	Public Health, Boston Mass.
[REDACTED]	Special Expert (Rural sanitation)	Public Health
[REDACTED]	Biometrician	Public Health, Field
[REDACTED]	Attending Specialist in Syphilology	Public Health
[REDACTED]	Special Employee	Narcotics
[REDACTED]	Special Expert	Public Health
[REDACTED]	Consultant in Vital Statis- tics & Epidemiology	Public Health
[REDACTED]	Sr. Engineer	Internal Revenue
[REDACTED]	Special Expert	Public Health
[REDACTED]	Customs Agent	Customs, New York
[REDACTED]	Scientific Assistant	Public Health
[REDACTED]	Sr. Engineer	Internal Revenue
[REDACTED]	Acting, Asst. Surgeon	Public Health
[REDACTED]	Special Expert	Off. Collector of Customs, New York
[REDACTED]	Sr. Land Appraiser	Income Tax Unit
[REDACTED]	Pathologist (Part-time)	Public Health
[REDACTED]	Special Employee	Narcotics
[REDACTED]	Consulting Specialist (Architectural)	Office, Supervising Architect

By direction of the Commission:

Very respectfully,

(Signed) L. A. Moyer
Chief Examiner.

See file of [REDACTED]

Copy

Friedman, E.

UNITED STATES CIVIL SERVICE COMMISSION
Washington, D. C.

June 14, 1938.

FILE: 324102407

C
O
P
Y

The Honorable
The Secretary of the Treasury

Sir:

Attention is invited to the Executive order issued under date of May 16, 1938 (No. 7887) extending the provisions of the Civil Service Retirement Act to employees appointed under authority of section 10 of civil service rule II. The order reads as follows:

"By virtue of and pursuant to the authority vested in me by section 3 of the Civil Service Retirement Act of May 29, 1930 (46 Stat. 470, U.S.C., title 5, Sec. 693), and upon recommendation of the Civil Service Commission, it is ordered that the provisions of the said Civil Service Retirement Act be, and they are hereby, extended to apply to all employees who serve under appointments made without competitive examination under appointments made without competitive examination under authority of section 10 of Civil Service Rule II and who are citizens of the United States, except those whose employment is intermittent or on a per diem when -actually-employed basis.

"This order shall become effective on July 1, 1938".

Regular retirement deductions from the salaries of those employees in your department effected thereby are accordingly mandatory from and after July 1, 1938, and any such employee who may have attained retirement age with at least 15 years of service to his credit will, under the terms of section 204 of the act of June 30, 1932, be subject to automatic separation for retirement purposes on July 31, 1938, unless continued by Executive order. Application for credit

for past service rendered since August 1, 1920, should be made on Form 3012.

According to a recent check of the records of this office, there are twenty-eight employees of the Treasury Department appointed under the provisions of section 10 of civil service rule II who are in the

OK

NAMEDESIGNATIONBUREAU

[REDACTED]	Consulting Specialist (Architectural)	Office, Supervising Architect
[REDACTED]	Consultant in Child Hygiene	Public Health
[REDACTED]	Research Associate	" (Nat. Inst. of Hlth.)
[REDACTED]	Consulting Specialist (Architectural)	Office, Supervising Architect
[REDACTED]	Special Expert (Part-time)	Public Health
[REDACTED]	Consulting Specialist (Architectural)	Office, Supervising Architect
[REDACTED]	Consulting Specialist (Architectural)	Office, Supervising Architect
[REDACTED]	Immunologist	Public Health
Friedman, Elizabeth	U. S. Cryptanalyst in charge	Coast Guard
[REDACTED]	Consulting Hygienist	Public Health
[REDACTED]	Biophysicist	Public Health, Boston, Mass.
[REDACTED]	Special Expert (Rural sanitation)	Public Health
[REDACTED]	Biometrician	Public Health, Field
[REDACTED]	Attending Specialist in Syphilology	Public Health
[REDACTED]	Special Employee	Narcotics
[REDACTED]	Special Expert	Public Health
[REDACTED]	Consultant in Vital Statistics & Epidemiology	Public Health
[REDACTED]	Sr. Engineer	Internal Revenue
[REDACTED]	Special Expert	Public Health
[REDACTED]	Customs Agent	Customs, New York
[REDACTED]	Scientific Assistant	Public Health
[REDACTED]	Sr. Engineer	Internal Revenue
[REDACTED]	Acting Asst. Surgeon	Public Health
[REDACTED]	Special Expert	Off. Collector of Customs, N.Y.
[REDACTED]	Sr. Land Appraiser	Income Tax Unit
[REDACTED]	Pathologist (part-time)	Public Health
[REDACTED]	Special Employee	Narcotics
[REDACTED]	Consulting Specialist (Architectural)	Office, Supervising Architect

By direction of the Commission:

Very respectfully,

(Sgd.) L.A. MOYER
Chief Examiner

GA

Capital Decoder Fails Smugglers



Associated Press Photo.

**MRS. ELIZABETH SMITH
FRIEDMAN,**

Coast Guard cryptanalyst, whose
solution to a Chinese code broke
up a Canadian opium smuggling
ring. (Story on Page 2.)

Woman Solves Chinese Code to Nip Opium Ring

By the Associated Press.

Mrs. Elizabeth Smith Friedman, Coast Guard cryptanalyst, returned to Washington yesterday with the story of how the solution of a Chinese code broke up a gigantic opium smuggling ring.

Mrs. Friedman, who was loaned by the United States to the Canadian government, was a key witness at a trial in which five Vancouver (B. C.) Chinese were convicted January 24 of trading guns and ammunition for opium.

Her job was to turn such messages as "Uvooa masan aguso gukuu iuula eiy" into "Cable three thousand. Select fully the order list of Wat Sang."

She declined, for professional reasons, to say how this was done, although she admitted the message was a code of Chinese words and that she did not know Chinese. After she solved the code a Chinese interpreter helped translate the message.

Mrs. Friedman has been the cryptanalyst since 1924 and handles deciphering work for all agencies of the Treasury. During prohibition days, she sometimes had hundreds of rum-runners' code messages to solve.

The Washington Post - Feb. 9, 1938

OATH OF OFFICE

Prescribed by Section 1757, Revised Statutes of the United States

Treasury
(Department or Establishment)

Coast Guard
(Bureau or Office)

m
p
mam
7/1
I, Mrs. Elizabeth S. Friedman, do
(Name in full, printed or typed)
solemnly swear (or affirm) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter. So HELP ME GOD.

Elizabeth S. Friedman
(Signature of Appointee)

Subscribed and sworn to before me this 1st. day of July, A. D. 19 31

at D. C.,
(City or place) (State)

[SEAL]

Notary Public

NOTARY PUBLIC, D. C.
My Commission expires Aug. 27, 1935

NOTE.—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

Position to which appointed Cryptanalyst in Charge at \$3800 per annum, P&S 4,

Date of entrance on duty Tr. fm. Customs Field



DIVISION OF APPOINTMENTS

TREASURY DEPARTMENT

OFFICE OF THE SECRETARY

WASHINGTON

June 30, 1931.

Mrs. Elizabeth S. Friedman,
Special Employee at \$2400 per annum,
Customs Agency Service.

Madam:

By direction of the Secretary you have been

transferred and appointed **Cryptanalyst in Charge,**

F-4, in the **United States Coast**

Guard,

with compensation at the rate of **thirty-eight hundred**

dollars per annum, the appointment to take effect on

July 1, 1931.

Respectfully,

W. E. Rogers

Chief, Division of Appointments.

Oath:

6-3-31

Transfer, Promotion, etc.,
Form 210. 6-24-31 5,000.

8

COMMISSIONERS

GEORGE R. V. ES
JESSE DELL

HOWARD A. EDSON, CHIEF EXAMINER
JOHN T. DOYLE, SECRETARY

UNITED STATES CIVIL SERVICE COMMISSION
WASHINGTON, D. C.

ADDRESS ONLY
"CIVIL SERVICE COMMISSION"
IN YOUR
FILE
AND DATE OF THIS LETTER

July 2, 1931.

The Honorable,
The Secretary of the Treasury.

Sir:

As requested on June 13, 1931, the appointment of
Mrs. Elizabeth Smith Friedman, as Cryptanalyst in Charge, P-4,
with compensation at the rate of \$3800 per annum, for duty
in the Treasury Department, United States Coast Guard, effective
July 1, 1931,
is approved under Section 10, Rule II;
with the understanding that the appointee does not by such appointment
acquire a competitive status, or become eligible for any other position or
duties.

It is requested that the inclosed duplicate be given to the appointee
to prevent misapprehensions which otherwise occur.

By direction of the Commission:

Very respectfully,

John T. Doyle

John T. Doyle,
Secretary.

In duplicate.

June 13, 1931.

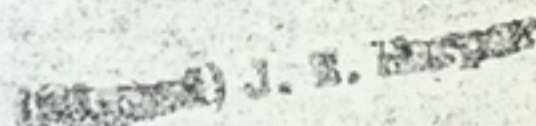
U. S. Civil Service Commission,
Washington, D. C.

Gentlemen:

Authority is requested for the transfer of Mrs. Elizabeth Smith Friedman, now employed as a Special Employee at \$2400 per annum, in the Customs Field Service, to the position of Cryptanalyst in Charge at \$3800 per annum, P&S 4, in the United States Coast Guard, effective July 1, 1931.

By direction of the Secretary:

Respectfully,

 J. E. HESTER

Chief, Division of Appointments.

8

PERSONAL HISTORY

(Statement to be prepared by appointee in his own handwriting)

Bureau, division, or office

Coast Guard, Treasury Dept.

1. Name in full

Eligbeth Smith Friedman

2. Legal (voting) residence

District of Columbia

Washington

3. Where born?

Indiana

Huntington

When born?

Aug. 26, 1892

4. If foreign, state whether naturalized or alien

5. Indicate sex, marital condition, and race by check, thus: ☒

SEX		MARITAL CONDITION				RACE. (If other, state which)	
Male	Female <input checked="" type="checkbox"/>	Single	Married <input checked="" type="checkbox"/>	Divorced	Widowed	White <input checked="" type="checkbox"/>	Colored

6. A complete record of your past civil service for the United States Government:

BRANCH OF SERVICE AND PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
			Month	Day	Year	Month	Day	Year
War Dept. Signal Corps Code construction					1921-22			
Navy Dept. Signal Section. Code Builder			Feb		1923	July		1923
Treasury Dept. Bureau of Cryptanalysis			Dec		1925	Feb		1926
" " " "			April		1927	July	1	1930
" " " Customs		2400	July		1930	"	1	1931

7. Military and naval record. If any, check (☒) to indicate branch and other information and give dates of enlistment and discharge:

<input checked="" type="checkbox"/> None	Army	Navy	Marine Corps	Coast Guard	War Veteran	Pensioner	Veterans' Bureau beneficiary
--	------	------	--------------	-------------	-------------	-----------	------------------------------

Enlisted _____ Discharged _____

Enlisted _____ Discharged _____

Organization _____

Organization _____

8. EDUCATION (Circle number of years)

Common school								High school				College				Degrees, if any	
1	2	3	4	5	6	7	8	1	2	3	4	1	2	3	4	A.B.	1 1/2 yrs. post graduate work

9. State special qualifications

Engaged in solving enemy codes and ciphers throughout World War. Assisted in construction of secret systems for War & Navy Departments. Have been only expert engaged by Treasury Dept. for solving enemy communications for past 4 years.

10. Name, relationship, and address of person to be notified in case of emergency

William F. Friedman

Husband

3932 Military Road

Washington D.C.

I certify that the foregoing answers are correct to the best of my knowledge and belief.

Eligbeth Smith Friedman

(Name as usually written and which will be used as official signature)

July 1, 1931

Present address

3932 Military Road

file
1
March 11, 1931

Respectfully referred to The
Commissioner of Customs, attention
being invited to second indorsement.

~~Respectfully~~ J. E. Harper
Chief, Division of Appointments.

1. Friedman, Elizabeth S.

2nd Ind.

War Department, OCIGO, Washington, December 10, 1927. To the Secretary of War

Mrs. Elizabeth S. Friedman has never been an employee of the Signal Corps. During the period referred to herein, she assisted her husband in the preparation of certain codes that her husband was to supply to the Signal Corps under contract. Floor space was supplied this contractor in the same building with the Signal Corps in order that the work could be expedited.

For the Chief Signal Officer.

(Signed) J. E. Hemphill,
Lieut. Colonel, Signal Corps,
Executive.

3d Ind.

War Department (Office A&CC), December 13, 1927 - To the Chief, Division of Appointments, Treasury Department, Washington, D. C.

Attention is invited to the preceding indorsement.

(Signed) John C. Scofield
Assistant and Chief Clerk.

Treasury Department
Appointment Division

December 16, 1927

Respectfully referred to the Commissioner of Prohibition for his information.

(Signed) J. E. Harper,
Chief, Division of Appointments.

(c) Under rate of pay, do not include bonuses, allowances, overtime pay, or compensation given in addition to basic pay of positions as fixed by law or regulation.

(See Instructions No. 3)

[illegible]

Do records show employee has made application for refund of any portion of amount shown above? Yes
(Yes or No)

If the records show that refund of the above deductions has been made in whole or in part, state the amount or amounts, and period or periods covered and give claim number. (If none, so state) _____

\$17.15 2-12-23 to 6-21-23 (No Interest or Claim No. on Navy abstract)

State leaves of absence in current calendar year: annual _____; sick _____; without pay _____

State any leave of absence in excess of six months in the aggregate in any calendar year: None

The foregoing is a complete abstract of the official record on file in this office showing all Federal service to date of the employee named herein.

Countersigned March 10, 1931

(SIGNED) J. M. DORAN
(Signature)
J. M. Doran,
Commissioner.
(Official title)

(Signed) J. E. Harper

(Signature)
Chief, Division of Appointments

(Official title)

Furnished to: The Commissioner
of Customs



OFFICE OF THE COMMISSIONER

ADDRESS REPLY TO
COMMISSIONER OF CUSTOMS

TREASURY DEPARTMENT

BUREAU OF CUSTOMS

100000

WASHINGTON

IN REPLY REFER TO

JAN 23 1931

The Chief, Division of Appointments,
Treasury Department.

Sir:

In accordance with the Act of February 14, 1922, it is requested that this Bureau be furnished with an abstract, in duplicate, on the form provided for that purpose (Standard Form No. 13), of the official record of the employee named below:

Name: ELIZABETH S. FRIEDMAN

Date of Birth: August 26, 1893

Bureau or office, and period of service claimed:

War Dept., as a cryptanalyst, @ \$2200 p.a., from Jan. 1, 1921, to Jan. 1, 1922.

Navy Dept., as a cryptanalyst, and code compiler, @ \$2140 p.a., from January 1923 to June 1923.

Prohibition Bureau, as a cryptanalyst, @ \$2400 p. a., from April 1927 to June 30, 1930.

By direction of the Commissioner:

Respectfully,

H. M. Anderson

Chief, Personnel Division.

No inclosure

*File from annual
create War Dept. letter*

*see attached
drawn*

*get file
+ abstract*

*see
drawn*

10-1718

II. STATEMENT OF DEDUCTIONS FOR RETIREMENT FUND

(See Instructions No. 3)

Fiscal Year	AMOUNT	YEAR	AMOUNT	YEAR	AMOUNT	YEAR	AMOUNT	YEAR	AMOUNT
1923	\$17.15	(Feb. 12, 1923, to June 21, 1923) REFUNDED.							

Do the records show that the employee has made application for refund of any portion of the amount shown above? Yes
(Yes or No)

If so, state the amount and period covered \$17.15 (Feb. 12, 1923, to June 21, 1923)
(Amount and period covered)

Do the records show that any portion of the amount shown above has been refunded to the employee? Yes
(Yes or No)

If so, state the amount and period covered \$17.15 (Feb. 12, 1923, to June 21, 1923)
(Amount and period covered)

In case service record shows reentry into service, does the employee claim that he has made redeposit of any amount refunded him at time of separation? _____
(Yes or No)

The foregoing is a correct abstract of the official record of Elizabeth S. Friedman
(Name of employee)

based on the official records of the Navy Department
(Establishment)

or official certification from the other executive departments or independent establishments in which he was employed.

Countersigned November 29, 1927.

Disbursing Clerk, Navy Department.
(Official title)

J. S. Lewis
(Signature)
Chief Clerk, Navy Department.
(Official title)

Furnished to:

Chief, Division of Appointments,
Treasury Department,
Washington, D. C.

awm

OATH OF OFFICE

(2616, 1757 R. S., and Act of May 13, 1884)

I, Elizabeth S. Friedman, having been appointed

Special Employee (Customs Agency Service), \$ 2400 per annum
(Designation) (Compensation)

(Part)

(Office in which appointed)

do solemnly swear that I will use my best endeavors to prevent and detect frauds against the laws of the United States imposing duties upon imports.

And I do further swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter. So help me God.

Elizabeth S. Friedman
(Sign name in full)

Subscribed and sworn to before me this 15 day of July, A. D. 1930
at Washington D.C.,
(City or place) (State)

Elmer J. Acken
Notary Public

Effective July 1, 1930.

NOTE.—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

TAKE NOTICE

2618 R. S., and Acts February 8, 1875 and March 2, 1895.—“That the oaths now required to be taken by subordinate officers of the Customs may be taken before the Collector of the Customs in the district in which they are appointed, or before any officer authorized to administer oaths generally, and the oath shall be taken in triplicate, two copies to be transmitted to the Secretary of the Treasury (Division of Customs), the remaining copy to be filed with the Collector of Customs for the district in which the officer appointed acts. And in default of taking such oath, or transmitting a certificate thereof, or filing the same with the Collector, the party failing shall forfeit and pay the sum of two hundred dollars, to be recovered with cost of suit, in any court of competent jurisdiction, to the use of the United States.”

If the oath is taken before an officer authorized to administer oaths generally (except in the case of a judge of the United States or a United States attorney), such officer must affix his official seal, or in case he is not provided with a seal his authority to administer oaths and his official character must be duly certified.

✓
file
proceed

July 1, 1930.

Mrs. Elizabeth S. Friedman,

C/o The Commissioner of Customs.

Madam:

You are hereby transferred from the position of
Crypt Analyst at \$2400 per annum, Division of Foreign Con-
trol, Prohibition Bureau, to a new position of Special Em-
ployee, Customs Agency Service, without change in compensa-
tion, for duty at Washington, D. C., effective July 1, 1930.

Respectfully,

(Signed) S. Lowman

SEYMOUR LOWMAN
Assistant Secretary.

JEH
JUL

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

Department or Establishment

Treasury - Bureau of Customs Date July 1st, 1930

1. Name in full (Mr., Mrs., or Miss)

Friedman, Elizabeth Smith

2. Present address

3932 Military Road Washington D. C.

3. Legal (voting) residence

(State and Congressional District) (County) (City or town)

4. Where born

Indiana, Huntington When born Aug. 26, 1893

5. If foreign-born, state whether naturalized or alien

6. Indicate sex, marital condition, and race by check, thus: ☒ If Mrs., state other names under which previously employed.

SEX		MARITAL CONDITION				RACE. (If other, state which)	
Male	Female <input checked="" type="checkbox"/>	Single	Married <input checked="" type="checkbox"/>	Divorced	Widowed	White <input checked="" type="checkbox"/>	Colored

7. Number and ages of dependents domiciled with you

2. Age 6 and 3

8. A complete record of your past service for the United States Government other than military or naval:

BRANCH OF SERVICE	PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
				Month	Day	Year	Month	Day	Year
War Department	Washington	Cryptanalyst	2200	Jan	1	1921	Jan	1	1922
Navy	"	" and Code Compiler	2140	Jan	?	1923	June	-	1923
Prohibition Bureau	"	Cryptanalyst	2400	Apr		1927	June	30	1930

9. Are any members of your family, who are domiciled with you, in the U. S. Government service? If so, state below:

NAME	POSITION AND DEPARTMENT OR OFFICE IN WHICH EMPLOYED	RELATIONSHIP
William F. Friedman	Position Chief Code Cipher Section Department or office War Department	Husband
	Position Department or office	
	Position Department or office	

10. Do you now hold any State or municipal office? If so, state below:

None

11. Are you the wife of a disabled veteran or widow or orphan of a person who was in the military or naval service? No

12. Military and naval record. If any, check (☒) to indicate branch and other information, and give dates of enlistment and discharge:

None	Army	Navy	Marine Corps	Coast Guard	War veteran	Pensioner	Veterans' Bureau beneficiary
Enlisted	Discharged	Enlisted	Discharged	Rank	Rank	Organization	Organization

13. State any special qualifications not involved in your present position (for instance, lawyer, physician, civil engineer, knowledge of foreign languages, etc.)

Reading knowledge of French & German, some Spanish

14. Statement of principal employment other than with the United States Government:

NAME AND ADDRESS OF EMPLOYER	POSITION AND CHARACTER OF WORK	LENGTH OF SERVICE
Supt. Public Instruction, Wabash, Indiana	Principal High School	1 year
Liverbank Research Laboratories, Geneva, Illinois	Student, Teacher, Research worker	3 years
War Department, Signal Corps	Expert cryptanalyst	1 year
Navy, Code & Signal Section	Cryptanalyst & code compiler	6 months
Treasury, Bureau of Prohibition	Cryptanalyst	3 1/2 years

15. Education. Indicate by circling the number of years:

Common school								High school					College					(Name of college, degrees, and dates conferred)
1	2	3	4	5	6	7	8	1	2	3	4	5	1	2	3	4	5	Hillsdale College, A.B. 1915
																		Credits completed for M.A., American Univ.

16. In case of emergency, notify William F. Friedman

16. In case of emergency, notify William F. Friedman

Relationship Husband Post office address 3016 Munitiois Bldg. Washington DC

I certify that the foregoing answers are correct to the best of my knowledge and belief.

OATH OF OFFICE

Prescribed by Section 1757, Revised Statutes of the United States

~~Treasury~~

(Department or Establishment)

~~Prohibition~~

(Bureau or Office)

I, Elizabeth S. Friedman (Name in full, printed or typed), do solemnly swear (or affirm) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter. SO HELP ME GOD.

Elizabeth S. Friedman
(Signature of Appointee)

Subscribed and sworn to before me this 18th day of May, A. D. 1927

at Washington
(City or place)

D.C.
(State)

[SEAL]

E. L. Bender
Notary Public D.C.

NOTE.—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.
My Commission Expires Dec. 27, 1930.

Position to which appointed _____

Date of entrance on duty _____



OFFICE OF
COMMISSIONER OF PROHIBITION

ADDRESS REPLY TO
COMMISSIONER OF PROHIBITION
AND REFER TO

Ap-CAP

TREASURY DEPARTMENT

WASHINGTON

May 3, 1927.

May 6, 1927

The Honorable,

The Secretary of the Treasury.

Sir:

I have the honor to recommend that the Civil Service Commission be requested to authorize the appointment, under Section 10, Civil Service Rule II, of Mrs. Elizabeth S. Friedman, as Crypt Analyst, Bureau of Prohibition, for assignment to duty under the supervision of the Chief Prohibition Investigator, Washington, D.C., (Field Service), effective on date of oath, with compensation at the rate of \$2400 per annum (CAF-7), payable from the appropriation for the Enforcement of the Narcotic and National Prohibition Acts.

Form 375, executed by Mrs. Friedman, containing a resume of the duties performed by her, is attached.

Respectfully,

R. A. Haynes,
Acting Commissioner.

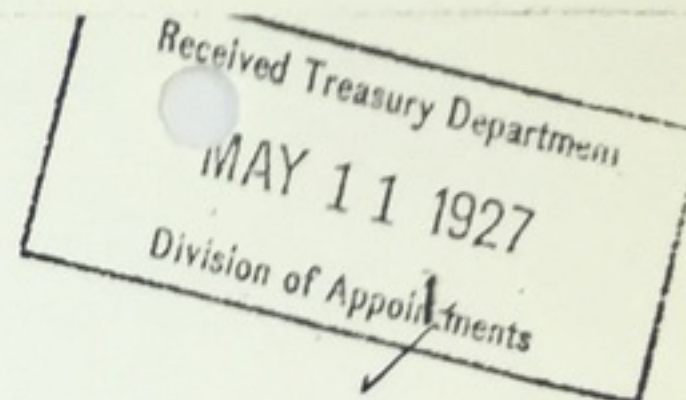
cc

APPROVED:

MAY 6 1927

(Signed) L. C. Andrews
Assistant Secretary

Form 2552,
April, 1926.



UNITED STATES CIVIL SERVICE COMMISSION
WASHINGTON, D.C.

ELP

May 10, 1927.

The Honorable,

The Secretary of the Treasury,

Washington, D. C.

Sir:

As requested on May 5, 1927, the appointment
of Mrs. Elizabeth S. Friedman, as Crypt Analyst, CAF-7,
\$ 2400 p.a., in the Bureau of Prohibition, assignment to duty under
the supervision of the Chief Prohibition Investigator, Washington, D. C.,
(Field Service), effective date of oath,
is approved under Section 10, Rule II,
with the understanding that the appointee does not by such appointment
acquire a competitive status, or become eligible for any other position
or duties.

It is requested that the enclosed duplicate be given to the appointee
to prevent misapprehensions which otherwise occur.

By direction of the Commission:

Very respectfully,

Enclosure

John T. Doyle,
Secretary.

May 5, 1927.

The U. S. Civil Service Commission,
Washington, D. C.

Gentlemen:

You are requested to authorize the appointment, under Section 10, Civil Service Rule II, of Mrs. Elizabeth S. Friedman, as Crypt Analyst, Bureau of Prohibition, for assignment to duty under the supervision of the Chief Prohibition Investigator, Washington, D. C., (Field Service), effective on date of oath, with compensation at the rate of \$2400 per annum (CAP-7), payable from the appropriation for the Enforcement of the Narcotic and National Prohibition Acts.

Form 375, executed by Mrs. Friedman, containing a resume of the duties performed by her, is attached.

Respectfully,

Chief, Division of Appointments.

J. V.

PERSONAL HISTORY

(Statement to be prepared by appointee in his own handwriting)

Bureau, division, or office Foreign Control, Prohibition Bureau
1. Name in full Elizabeth Smith Friedman ✓
2. Legal ~~(setting)~~ residence D. C. (State and Congressional District) Washington (County) (City or town)
3. Where born? Indiana, U.S.A. (State or foreign country) Huntington (City or town) When born? Aug. 26, 1923 (Date)
4. If foreign, state whether naturalized or alien

5. Indicate sex, marital condition, and race by check, thus: ✓

SEX		MARITAL CONDITION				RACE. (If other, state which)	
Male	Female ✓	Single	Married ✓	Divorced	Widowed	White ✓	Colored

6. A complete record of your past civil service for the United States Government:

BRANCH OF SERVICE AND PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
			Month	Day	Year	Month	Day	Year
<u>Signal Corps, War Dept.</u>	<u>Code Compiler & Cryptanalyst</u>	<u>2200</u>	<u>Dec.</u>	<u>?</u>	<u>1920</u>	<u>Jan.</u>	<u>1</u>	<u>1922</u>
<u>Code & Signal Section, Navy Dept.</u>	<u>Code Builder</u>	<u>2140</u>	<u>Jan.</u>	<u>?</u>	<u>1923</u>	<u>June</u>	<u>25</u>	<u>1923</u>
<u>Special Investigator, Prohibition Bur.</u>	<u>Cryptanalyst</u>	<u>2400</u>	<u>Dec.</u>		<u>1925</u>	<u>Feb.</u>	<u>3</u>	<u>1926</u>
<u>Foreign Control, Prohibition Bur.</u>	<u>Cryptanalyst</u>	<u>2400</u>	<u>Apr.</u>	<u>6</u>	<u>1927</u>			

7. Military and naval record. If any, check (✓) to indicate branch and other information and give dates of enlistment and discharge:

None	Army	Navy	Marine Corps	Coast Guard	War Veteran	Pensioner	Veterans' Bureau beneficiary
------	------	------	--------------	-------------	-------------	-----------	------------------------------

Enlisted _____ Discharged _____

Organization _____

8. EDUCATION (Circle number of years) Common school High school College Degrees, if any
1 2 3 4 5 6 7 8 1 2 3 4 1 2 3 4 A.B. + 1 year graduate work

9. State special qualifications From March, 1917 to Sept. 1918, a member of the military cipher Department at Riverbank Laboratories, Geneva, Illinois, where solution was made of all enemy correspondence for all departments of government in this country. Co-author with William F. Friedman of numerous cipher books.

10. Name, relationship, and address of person to be notified in case of emergency:

William F. Friedman (Name) Husband (Relationship)
3932 Military Road N.W. (Post office address) Washington D.C.

I certify that the foregoing answers are correct to the best of my knowledge and belief.

Elizabeth Smith Friedman
(Name as usually written and which will be used as official signature)

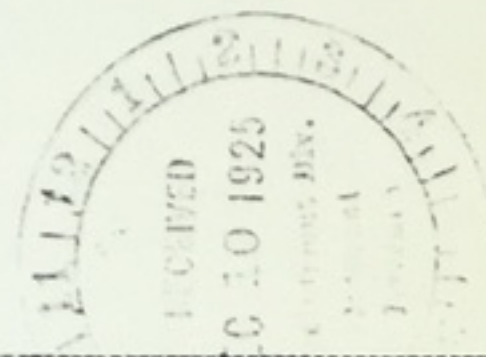
October 21, 1927
(22816)

Present address
GOVERNMENT PRINTING OFFICE

3932 Military Road, NW
Washington, D.C.

OATH OF OFFICE

I, E. S. Friedman



do solemnly swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter: SO HELP ME GOD.

E. S. Friedman
(Sign name in full)

Sworn to and subscribed before me
this Wnth day
of December, 1925,
at Washington DC

[L. S.]

Lillian A Metzger
Notary Public.

DATA TO BE FILLED IN BEFORE FORWARDING TO DEPARTMENT

OATH OF OFFICE OF

Name

E. S. Friedman

Designation

Probationary Investigator

Station

Washington DC

Salary, \$

\$2400.00

Asst. Prob. Investigator

This oath should be taken before a Justice of the Peace, Notary Public, Judge, Clerk of a Court of Record, or other person competent to administer an oath. If taken before a Notary, a County Judge, or a Probate Judge, he must affix his official seal, or produce a certificate from the County Clerk accompanied by the seal of the court.

Signature by (X) must be witnessed.

Feb. 3, 1926
February 2, 1926.

Ap-CAP

Mr. E. S. Friedman, ✓
c/o Chief Prohibition Investigator,
Washington, D. C.

Sir:

Your name as a Prohibition Investigator at \$2400 per annum (CAF-7) Internal Revenue Service, is hereby dropped from the rolls of the Department, without delinquency or misconduct, effective at the close of business February 3, 1926, due to the completion of the special work for which you were engaged.

Respectfully,

(Signed) D. H. Blair.
Commissioner.

cd

Approved: February 3, 1926.

By direction of the Secretary
of the Treasury:

(Signed) D. C. McGowan

Assistant Secretary.

Dec. 8. 1925

December 8, 1925.

Ap-CAP

Mr. E. S. Friedman,
c/o Chief Prohibition Investigator,
Washington, D. C.

Sir:

You are hereby appointed, effective ^{date of oath,} a Prohibition Investigator, Internal Revenue Service, for a period of ninety days and assigned to duty ^{under the supervision of the Chief Prohibition Investi-} gator, Washington, D. C., to act under authority of and to enforce the National Prohibition Act and Acts supplemental thereto and all Internal Revenue Laws relating to the manufacture, sale, transportation, control, and taxation of intoxicating liquors. Under this appointment you are authorized to execute and perform all the duties delegated to such officers by law, and to perform such travel as is necessary in connection with your official duties.

You will receive compensation at the rate of \$2400 per annum, and be allowed actual and necessary traveling expenses, subject to the limitations prescribed by law and the regulations of the Bureau of Internal Revenue, when absent on official business from your designated post of duty, payable from the appropriation, "Enforcement of Narcotic and National Prohibition Acts, Internal Revenue".

This letter of appointment is not to be accepted as credentials, and any person approached by you in your official capacity is entitled, on demand, to view the regular departmental credentials in the form of a commission.

This appointment is accepted by you with the distinct understanding that it is to be continued only so long as your services are satisfactory to your superiors.

Grade CAF-7

Respectfully,

(Signed) D. H. Blair.

jsb

Approved: December 8 1925.

Commissioner.

By direction of the Secretary
of the Treasury:

(Signed) L. C. Andrews.

Assistant Secretary.

PERSONAL HISTORY

(Statement to be prepared by appointee in his own handwriting)

Bureau, division, or office _____

1. Name in full E S Friedman
2. Legal (voting) residence Washington D C
(State and Congressional District) (County) (City or town)
3. Where born? Indiana Huntington When born? 1893
(State or foreign country) (City or town) (Date)
4. If foreign, state whether naturalized or alien _____

5. Indicate sex, marital condition, and race by check, thus: ✓

SEX		MARITAL CONDITION				RACE. (If other, state which)	
Male	Female ✓	Single	Married ✓	Divorced	Widowed	White ✓	Colored

6. A complete record of your past civil service for the United States Government:

BRANCH OF SERVICE AND PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
			Month	Day	Year	Month	Day	Year
Code 9 Signal Section U. S. Navy Department	Code Compiler	2140	Feb	12	1923	June	20	1923
Signal Corps, War Department. Employed on civil (private) contract	Cryptanalyst	2200	Jan	1	1921	Jan	1	1922

7. Military and naval record. If any, check (✓) to indicate branch and other information and give dates of enlistment and discharge:

None ✓	Army	Navy	Marine Corps	Coast Guard	War Veteran	Pensioner	Veterans' Bureau beneficiary
--------	------	------	--------------	-------------	-------------	-----------	------------------------------

Enlisted _____ Discharged _____

Organization _____

8. EDUCATION (Circle number of years)
- | Common school | High school | College | Degrees, if any |
|-----------------|-------------|---------|-----------------|
| 1 2 3 4 5 6 7 8 | 1 2 3 4 | 1 2 3 4 | A. B. |

9. State special qualifications Ten years experience, official and private as expert in Codes and Ciphers

10. Name, relationship, and address of person to be notified in case of emergency:

William F. Friedman Husband
(Name) (Relationship)
3416 Munitions Bldg. Washington D. C.
(Post office address)

I certify that the foregoing answers are correct to the best of my knowledge and belief.

E S Friedman
(Name as usually written and which will be used as official signature)

December 8, 1925
(Date)

Present address Washington, D. C.

Out

RECEIVED FOR
FILE

JUL 11 1931

July 10, 1931.

Chief, Division of Finance,

U. S. Coast Guard.

Sir,

In compliance with your request of July 3, 1931 (023),
for an abstract of the leave record of Mrs. Elizabeth Friedman
and [REDACTED], carried on the rolls of this Bureau
until June 30, 1931, the following is furnished for your records:

Mrs. Elizabeth Friedman -	7 days annual leave
	6 " sick leave

[REDACTED]	1 day 3 hrs. annual leave
	10 days sick leave.

By direction of the Commissioner:

Respectfully,

(Signed) Thos. J. [REDACTED]
Assistant Deputy Commissioner.

E 7/14



HEADQUARTERS

ADDRESS THE COMMANDANT, U. S. COAST GUARD
AND REFER TO No. 023

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

WASHINGTON 3 July, 1931.

Mr. W. J. Harmon,
Assistant Deputy Commissioner,
Bureau of Customs,
1300 - E St., N. W.,
Washington, D. C.

Sir:

It is requested that the Coast Guard be furnished with an abstract of the leave record of Mrs. Elizabeth S. Friedman and [REDACTED], who were carried as Special Employees in the field service of the Customs Bureau and were transferred to this bureau effective July 1, 1931. It is requested that the abstract include annual leave, sick leave, and leave without pay, if any, during the current calendar year up to July 1st.

By direction of the Commandant.

Respectfully,

A. T. THORSON,
Chief, Division of Finance,
Chief Clerk.

file

May 20, 1931

MEMORANDUM FOR MR. DOW

Commander Gorman of the Coast Guard stated over the phone today, in regard to the transfer to the Coast Guard rolls of Mrs. Elizabeth S. Friedmann⁺ and [REDACTED], *copy in file* Special Employees on the rolls of this Bureau, that the positions in his office to which they are to be transferred have not been allocated by the Personnel Classification Board. The classification sheets are before the Board now, and when these positions are allocated, he will make the necessary request for their transfer to the Coast Guard rolls, effective July 1, 1931.

E. T. Acken

X

Treasury Department.

DO NOT FOLD.

APPLICATION FOR ANNUAL, WITHOUT PAY, OR MILITARY LEAVE.

Bureau or Office } _____, Division Special Agent
April 2, 1931

I have the honor to request leave of absence (* annual, ~~without pay~~, military) for 4 days, from April 14
 to April 17, 1931.
 (Cross out leave not requested.)

LEAVE TAKEN PRIOR TO THIS APPLICATION

	DAYS
Annual _____	
Sick _____	
Without Pay _____	
Military _____	
Annual leave allowance for yr. _____	

Time Clerk.

Approved for _____ days, leave without pay.

Secretary of the Treasury.

RECOMMENDED:

Elizabeth S. Friedman
 Applicant.

APPROVED:

W. G. Horman
 Chief of Division.
 Head of Bureau or Office.

* Make application for sick leave on the reverse of this blank.

Treasury Department.

DO NOT FOLD.

APPLICATION FOR EXTENSION OF LEAVE ON ACCOUNT OF SICKNESS.

Bureau or Office } Finance, Division Special Agent

April 13, 1931

I have the honor to request an extension of leave of absence on account of sickness for _____ days. I hereby certify that I was sick from _____ to _____, 19____; that I was unable to attend to my official duties during said period; and that I was _____ attended by a physician.

(If no physician was employed, state reason on above line.)

LEAVE TAKEN PRIOR TO THIS APPLICATION

	DAYS
Annual _____	
Sick _____	
Without Pay _____	
Military _____	
Accrued sick leave _____	

Subscribed and sworn to before me _____
this _____ day of _____, 19____
RECOMMENDED: _____
APPROVED: _____

Applicant.

Chief of Division.

Notary Public.

Head of Bureau or Office.

Time Clerk.
Approved for _____ days, extension of leave on account of sickness.

I, a duly qualified practitioner of medicine, certify that _____
was under my professional care from _____ to _____, 19____
and was unable during said period to perform _____ official duties.
_____, 19____

Secretary of the Treasury.

Attending Physician.

✓
Treasury Department.

DO NOT FOLD.

APPLICATION FOR EXTENSION OF LEAVE ON ACCOUNT OF SICKNESS.

Bureau or Office } Customs, Division Special Agents
April 7, 1931

I have the honor to request an extension of leave of absence on account of sickness for 6 days. I hereby certify that I was sick from Mar 29 to April 4, 1931; that I was unable to attend to my official duties during said period; and that I was _____ attended by a physician.

LEAVE TAKEN PRIOR TO THIS APPLICATION

	DAYS
Annual _____	
Sick _____	
Without Pay _____	
Military _____	
Accrued sick leave _____	

Time Clerk.

Approved for _____ days, extension of leave on account of sickness.

Secretary of the Treasury.

(If no physician was employed, state reason on above line.)

Subscribed and sworn to before me
this _____ day of _____, 19

Notary Public.

RECOMMENDED:

APPROVED:

Applicant.

Chief of Division.

Head of Bureau or Office.

I, a duly qualified practitioner of medicine, certify that Elizabeth S. Friedman was under my professional care from Mar 30 to April 4, 1931 and was unable during said period to perform her official duties.
April 8, 1931 L. B. Hausman

Attending Physician.

2-6249

Treasury Department.

DO NOT FOLD.

APPLICATION FOR ANNUAL, WITHOUT PAY, OR MILITARY LEAVE.

Bureau or Office } Customs, Division Special Agents
April 7, 1931

I have the honor to request leave of absence (* annual, without pay, military) for _____ days, from _____
 (Cross out leave not requested.)

to _____, 19 _____.

LEAVE TAKEN PRIOR TO THIS APPLICATION

	DAYS
Annual _____	
Sick _____	
Without Pay _____	
Military _____	
Annual leave allowance for yr. _____	

Time Clerk.

Approved for _____ days, leave without pay.

Secretary of the Treasury.

RECOMMENDED:

Applicant.

APPROVED:

Chief of Division.

Head of Bureau or Office.

* Make application for sick leave on the reverse of this blank.

APPLICATION FOR ANNUAL, WITHOUT PAY, OR MILITARY LEAVE.

Bureau
or Office

Customs

Division

*Customs
Special Agents*

Mar 11, 1931

I have the honor to request leave of absence (* annual, ~~without pay, military~~) for *2* days, ~~from~~ *March 7 and*

March 10, 1931.

LEAVE TAKEN PRIOR TO THIS APPLICATION

	DAYS
Annual	
Sick	
Without Pay	
Military	
Annual leave allowance for yr.	

Time Clerk.

Approved for _____ days, leave without pay.

Secretary of the Treasury.

RECOMMENDED:

Elizabeth Smith Friedman
Applicant.

APPROVED:

W. J. Horn
Chief of Division.
Head of Bureau or Office.

* Make application for sick leave on the reverse of this blank.

Treasury Department.

DO NOT FOLD.

APPLICATION FOR EXTENSION OF LEAVE ON ACCOUNT OF SICKNESS.

Bureau } _____, Division _____, 19____
or Office }

I have the honor to request an extension of leave of absence on account of sickness for _____ days. I hereby certify that I was sick from _____ to _____, 19____; that I was unable to attend to my official duties during said period; and that I was _____ attended by a physician.

(If no physician was employed, state reason on above line.)

LEAVE TAKEN PRIOR TO THIS APPLICATION

	DAYS
Annual _____	
Sick _____	
Without Pay _____	
Military _____	
Accrued sick leave _____	

Time Clerk.

Approved for _____ days, extension of leave on account of sickness.

Secretary of the Treasury.

Subscribed and sworn to before me _____ Applicant.

this _____ day of _____ RECOMMENDED:

_____, 19____

APPROVED:

Chief of Division.

Notary Public.

Head of Bureau or Office.

I, a duly qualified practitioner of medicine, certify that _____ was under my professional care from _____ to _____, 19____ and was unable during said period to perform _____ official duties.

_____, 19____

Attending Physician.

2-6249

Treasury Department.

DO NOT FOLD.

APPLICATION FOR ANNUAL, WITHOUT PAY, OR MILITARY LEAVE.

Bureau
or Office

Customs

Division

Special Agents

Jan. 20, 1931

I have the honor to request leave of absence (* annual, ~~without pay, military~~) for 1 day, from Jan. 19

(Cross out leave not requested.)

1931.

LEAVE TAKEN PRIOR TO THIS APPLICATION

	DAYS
Annual	
Sick	
Without Pay	
Military	
Annual leave allowance for yr.	

Time Clerk.

Approved for _____ days, leave without pay.

Secretary of the Treasury.

RECOMMENDED:

Elizabeth S. Friedman

Applicant.

APPROVED:

W. J. Hornum

Chief of Division.

Deputy Commissioner of Customs

* Make application for sick leave on the reverse of this blank.

Treasury Department.

DO NOT FOLD.

APPLICATION FOR EXTENSION OF LEAVE ON ACCOUNT OF SICKNESS.

Bureau } _____, Division _____, 19____
or Office }

I have the honor to request an extension of leave of absence on account of sickness for _____ days. I hereby certify that I was sick from _____ to _____, 19____; that I was unable to attend to my official duties during said period; and that I was _____ attended by a physician.

(If no physician was employed, state reason on above line.)

LEAVE TAKEN PRIOR TO THIS APPLICATION	
	DAYS
Annual _____	
Sick _____	
Without Pay _____	
Military _____	
Accrued sick leave _____	

Subscribed and sworn to before me _____ Applicant.
this _____ day of _____
_____, 19____
RECOMMENDED: _____
APPROVED: _____ Chief of Division.
_____, 19____
Notary Public. _____ Head of Bureau or Office.

Time Clerk.

Approved for _____ days, extension of leave on account of sickness.

Secretary of the Treasury.

I, a duly qualified practitioner of medicine, certify that _____
was under my professional care from _____ to _____, 19____
and was unable during said period to perform _____ official duties.
_____, 19____
_____, 19____
Attending Physician.
2-6249



DIVISION OF APPOINTMENTS

Adm

TREASURY DEPARTMENT

OFFICE OF THE SECRETARY

WASHINGTON

1931 MAR - 12 - 11 10:14

March 11, 1931

*Coast Guard
PV-645*

File

Respectfully referred to The
Commissioner of Customs, attention
being invited to second indorsement.

Chief, Division of Appointments.

[Signature]

Friedman, Elizabeth S.

2nd Ind.

War Department, OCIGO, Washington, December 10, 1927. To the Secretary of War

Mrs. Elizabeth S. Friedman has never been an employee of the Signal Corps. During the period referred to herein, she assisted her husband in the preparation of certain codes that her husband was to supply to the Signal Corps under contract. Floor space was supplied this contractor in the same building with the Signal Corps in order that the work could be expedited.

For the Chief Signal Officer.

(Signed) J. E. Hemphill,
Lieut. Colonel, Signal Corps,
Executive.

3d Ind.

War Department (Office A&CC), December 13, 1927 - To the Chief, Division of Appointments, Treasury Department, Washington, D. C.

Attention is invited to the preceding indorsement.

(Signed) John C. Scofield
Assistant and Chief Clerk.

Treasury Department
Appointment Division

December 16, 1927

Respectfully referred to the Commissioner of Prohibition for his information.

(Signed) J. E. Harper,
Chief, Division of Appointments.

ABSTRACT OF OFFICIAL RECORD OF U. S. GOVERNMENT EMPLOYEE

(For the use of the department to which the employee has been transferred)

INSTRUCTIONS

1. The act, approved February 14, 1922, prescribes that "each executive department, and each independent establishment of the Government not within the jurisdiction of any executive department, shall establish and maintain such record as will enable it to determine the amount deducted within each fiscal year from the basic salary, pay, or compensation of each employee within its jurisdiction to whom this act applies. When such employee is transferred from one office to another a certified abstract of his official record shall be transmitted to the office to which the transfer is made."

2. A complete official record in the Federal service of the employee named should be set forth on this abstract. If an employee is transferred to another department, an abstract will be prepared in duplicate, showing his appointment in the department from which transferred and all changes of grade or compensation while therein. The original, properly executed, will be transmitted to the department to which transferred, the duplicate to be retained in his personal file. Should such employee be again transferred, the second department will prepare an abstract setting forth the data contained in that received by it, with the addition of his record while in the second department, such abstract to be transmitted to the department to which he is transferred, a duplicate being retained.

In the case of a reinstatement, the department in which the employee is reinstated should apply to the establishment in which the former service was rendered for an abstract of record in the case. Statements of employees must not be accepted unless verified from official records.

3. In Table II show the amount deducted for the retirement fund during each fiscal year, or part of fiscal year, the employee was in your service.

4. This certificate must be signed and countersigned (if necessary) by an official recognized by the Bureau of Pensions as authorized to sign certificate of administrative officer on application for refunds.

5. In the case service was per diem and continuous through the calendar year, so state; if intermittent, give dates of beginning and ending of actual employment, with the number of days served.

NAME: Friedman, Elizabeth S. (Mrs.)

(Surname first, Mr., Miss, or Mrs.)

August 26, 1893

(Date of birth)

Bureau of Prohibition, Treasury Department

8645

(Department and office in which last service was had. See Paragraph 2 of Instructions)

Washington, D. C.

February 24, 1931.

(Place)

(Date)

I. SERVICE RECORD

ESTABLISHMENT (a)	ACTION (b)	POSITION (Pay-roll title)	RATE OF PAY (c)	DATE EFFECTIVE
Office of Director of Naval Communications, Navy Department.	PA	Code Builder.	\$1900	2-12-23
"	Res.	"	"	6-21-23
Bureau of Prohibition, Washington, D. C.	Temporary for 90 days	Prohibition Investigator	2400 CAF-7	12-9-25
"	Dropped without prejudice	"	"	2-3-26
Off. Chief, Pro. Investigator, Washington, D. C.	Exc.	Crypt Analyst	2400 CAF-7	5-18-27
"	Welch Act	"	2400 CAF-6	7-1-28
"	Dropped - transferred to Customs Service	"	"	6-30-30

2806 made and released 7/17/33 Gush.

(a) Place the name of department, bureau, or office in which the service was performed.
(b) Indicate the nature of the action according to the following key abbreviations: PA, probational appointment; Exc., excepted from examination; E. O., Executive order; Rein., reinstatement; Trans., transfer; Pro., promotion; Red., reduction; Res., resignation; Rem. C., removed for cause; Rem. R., removed, reduction of force; L. W. O. P., leave without pay for periods of one month or more.
(c) Under rate of pay, do not include bonuses, allowances, overtime pay, or compensation given in addition to basic pay of positions as fixed by law or regulation.

(See Instructions No. 3)

[illegible]

Do records show employee has made application for refund of any portion of amount shown above? Yes
(Yes or No)

If the records show that refund of the above deductions has been made in whole or in part, state the amount or amounts, and period or periods covered and give claim number. (If none, so state) _____

\$17.15 2-12-23 to 6-21-23 (No Interest or Claim No. on Navy abstract)

State leaves of absence in current calendar year: annual _____; sick _____; without pay _____

State any leave of absence in excess of six months in the aggregate in any calendar year: None

The foregoing is a complete abstract of the official record on file in this office showing all Federal service to date of the employee named herein.

date of the employee named herein.

(Signature)

(Signature)

Countersigned March 10, 1931

J. M. Dore
Commissioner
(Official title)

(Signature)
J. M. Doren,
Commissioner.
(Official title)

(Signed) J. E. Harper
(Signature)
Chief, Division of Appointments
(Official title)

Furnished to: The Commissioner
of Customs

(See Instructions No. 3)

Do records show employee has made application for refund of any portion of amount shown above? Yes
(Yes or No)

\$17.15 2-12-23 to 6-21-23 (No Interest or Claim No. on Navy abstract)

State leaves of absence in current calendar year: annual _____; sick _____; without pay _____

State any leave of absence in excess of six months in the aggregate in any calendar year: None

The foregoing is a complete abstract of the official record on file in this office showing all Federal service to date of the employee named herein.

Countersigned March 10, 1931

J. M. Doran,
Commissioner.
(Official title)

Chief, Division of Appointments
(Official title)

Furnished to: The Commissioner
of Customs

MRB
1-22-51

100000

JAN 23 1931

The Chief, Division of Appointments,
Treasury Department.

Sir:

In accordance with the Act of February 14, 1922, it is requested that this Bureau be furnished with an abstract, in duplicate, on the form provided for that purpose (Standard Form No. 157), of the official record of the employee named below:

Name:

ELIZABETH S. FRIEDMAN

Date of Birth:

August 26, 1893

Bureau or office, and period of service claimed:

War Dept., as a cryptanalyst, @ \$2200 p.a., from Jan. 1, 1921, to Jan. 1, 1922.

Navy Dept., as a cryptanalyst, and, code compiler, @ \$2140 p.a., from January 1923 to June 1923.

Prohibition Bureau, as a cryptanalyst, @ \$2400 p. a., from April 1927 to June 30, 1930.
By direction of the Commissioner:

Respectfully,

(Signed) H. M. Anderson
Chief, Personnel Division.

No inclosure.

Ed

EX-117
9-24-30

10000/50

✓
D.M.

J.M.

FILE

m OCT 17

OCT 4 - 1930

X
Mrs. Elizabeth S. Friedman,

Special Employee.

Madam:

You are hereby assigned to duty in the District of
Columbia until further notice, under the provisions of Sec-
tion 525 of the Tariff Act of 1930.

Respectfully,

(Signed) S. Lowman

Assistant Secretary.

No incl.

Orig. given to Mr. Gorman
for del. to Mrs. Friedman
10-6-30 - R.T.

Ed. Hma 1004 7845 71 JHE JAM

5

as per 4/12

FRIEDMAN, ELIZABETH S.

FILED

SPECIAL EMPLOYEES / 50 F 7-18-30
TRANSFERRED FROM FOREIGN CONTROL UNIT, PROHIBITION,
TO THIS SERVICE.

OK #

July 16, 1930.

Mrs. Elizabeth S. Friedman,

Washington, D. C.

Madam:

On June 20, 1930, the activities of the Division of Foreign Control of the Bureau of Prohibition were transferred to the Customs Agency Service of the Bureau of Customs. Effective July 1, 1930, your transfer from the Bureau of Prohibition to the Bureau of Customs was effected without change in compensation.

An oath of office is transmitted herewith, in duplicate, which you will sign and acknowledge before a notary public or an officer of the United States authorized to administer oaths generally. You will, of course, sign your name to the oath exactly as it is spelled in the body thereof.

Personal history forms, in duplicate, are also transmitted which you are requested to complete in ink in your own handwriting. These forms, together with your oath of office in duplicate will be returned to this office when properly executed.

According to the provisions of Sec. 1790 of the Revised Statutes no payments on account of salaries can be made to employees of the Customs Service until an oath has been subscribed as set out therein. This oath is incorporated in the regular voucher form used by the Bureau of Customs, and in order to comply with the laws and regulations governing this Bureau it will be necessary that you prepare a voucher on the last day of each semi-monthly salary period, sign and acknowledge it before a notary public or an officer of the United States authorized to administer oaths generally, signing your name exactly as it appears in your oath of office, and transmit the executed voucher to this office. Upon receipt thereof a check will be drawn and forwarded immediately to you. This procedure differs from that followed during your service with the Prohibition Bureau and will cause a few days delay at the end of each salary period in getting your check to you, but these requirements have been fixed by law and the Bureau is without authority to deviate therefrom.

- 2 -

You will carry on your activities as you have in the past until otherwise instructed, and will operate on instructions issued directly from this office unless advised in writing to the contrary.

Respectfully,

Deputy ^{(Signed) Thos. J. Gorman} Commissioner

Enclosures.
8:PMH

EJS

OATH OF OFFICE

(2616, 1757 R. S., and Act of May 13, 1884)

I, Elizabeth S. Friedman, having been appointed

Special Employee (Customs Agency Service), \$ 2400 per annum
(Designation) (Compensation)

(Port)

(Office in which appointed)

do solemnly swear that I will use my best endeavors to prevent and detect frauds against the laws of the United States imposing duties upon imports.

And I do further swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter. So help me God.

Elizabeth S. Friedman
(Sign name in full)

Subscribed and sworn to before me this 15th day of July, A. D. 1930

at

Washington D.C.
(City or place)

(State)

[SEAL]

Effective July 1, 1930.

Elmer A. Allen
Notary Public

NOTE.—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

TAKE NOTICE

2618 R. S., and Acts February 8, 1875 and March 2, 1895.—“That the oaths now required to be taken by subordinate officers of the Customs may be taken before the Collector of the Customs in the district in which they are appointed, or before any officer authorized to administer oaths generally, and the oath shall be taken in triplicate, two copies to be transmitted to the Secretary of the Treasury (Division of Customs), the remaining copy to be filed with the Collector of Customs for the district in which the officer appointed acts. And in default of taking such oath, or transmitting a certificate thereof, or filing the same with the Collector, the party failing shall forfeit and pay the sum of two hundred dollars, to be recovered with cost of suit, in any court of competent jurisdiction, to the use of the United States.”

If the oath is taken before an officer authorized to administer oaths generally (except in the case of a judge of the United States or a United States attorney), such officer must affix his official seal, or in case he is not provided with a seal his authority to administer oaths and his official character must be duly certified.

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

Department or Establishment Treasury, Bureau of Customs Date July 1, 1930

1. Name in full (~~Mr.~~ Mrs.) Friedman, Elizabeth Smith
(Surname) (Given name) (Middle name)

2. Present address 3932 Military Road, Washington, D.C.
(Number) (Street) (City) (State)

3. Legal (voting) residence _____
(State and Congressional District) (County) (City or town)

4. Where born Indiana, Huntington When born Aug. 26, 1893
(State or foreign country) (City or town) (Month Day Year)

5. If foreign-born, state whether naturalized or alien _____

6. Indicate sex, marital condition, and race by check, thus: ☒ If Mrs., state other names under which previously employed.

SEX		MARITAL CONDITION				RACE. (If other, state which)	
Male	Female <input checked="" type="checkbox"/>	Single	Married <input checked="" type="checkbox"/>	Divorced	Widowed	White <input checked="" type="checkbox"/>	Colored

7. Number and ages of dependents domiciled with you 2. Age 6 and 3

8. A complete record of your past service for the United States Government other than military or naval:

BRANCH OF SERVICE	PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
				Month	Day	Year	Month	Day	Year
War Dept.	Washington	Cryptanalyst	2200	Jan	1	1921	Jan	1	1922
Navy Dept.	"	" Code	2140	Jan	-	1923	June	-	1923
Prohibition Bureau	"	Cryptanalyst	2400	Apr	-	1927	June	30	1930

9. Are any members of your family, who are domiciled with you, in the U. S. Government service? If so, state below:

NAME	POSITION AND DEPARTMENT OR OFFICE IN WHICH EMPLOYED	RELATIONSHIP
William F. Friedman	Position <u>Chief Code + Cipher Section</u> Department or office <u>War Department</u>	<u>Husband</u>
	Position Department or office	
	Position Department or office	

10. Do you now hold any State or municipal office? If so, state below:

None
(Title) (Location) (Date appointment expires)

11. Are you the wife of a disabled veteran or widow or orphan of a person who was in the military or naval service? No

(Wife, widow, or orphan) (Name of veteran) (Organization and last year of service)

12. Military and naval record. If any, check (☒) to indicate branch and other information, and give dates of enlistment and discharge:

None	Army	Navy	Marine Corps	Coast Guard	War veteran	Pensioner	Veterans' Bureau beneficiary
------	------	------	--------------	-------------	-------------	-----------	------------------------------

Enlisted _____ Discharged _____ Enlisted _____ Discharged _____

Rank _____ Rank _____ Rank _____ Rank _____

Organization _____ Organization _____ Organization _____ Organization _____

13. State any special qualifications not involved in your present position (for instance, lawyer, physician, civil engineer, knowledge of foreign languages, etc.)

Reading knowledge of French & German, some Spanish

14. Statement of principal employment other than with the United States Government:

NAME AND ADDRESS OF EMPLOYER	POSITION AND CHARACTER OF WORK	LENGTH OF SERVICE
Wabash Supl. Public Instruction Indiana	Principal, High School	1 year
Liverbank Research Laboratories Geneva, Illinois	Student, Teacher, Research Worker	3 years
War Department Signal Corps	Expert cryptanalyst	1 year
Navy " Code & Sig. Section	Cryptanalyst & code compiler	6 months
Treasury Bureau of Prohibition	Cryptanalyst	3 1/2 years

15. Education. Indicate by circling the number of years:

Common school							High school			College			(Name of college, degrees, and dates conferred)
1	2	3	4	5	6	7	1	2	3	1	2	3	5 Hillsdale College A. B. 1915
				5					5				Credits not completed for M.A., American Univ.

16. In case of emergency, notify William F. Friedman
 Relationship Husband Post office address 3016 Munitions Bldg.
 Washington D.C.

I certify that the foregoing answers are correct to the best of my knowledge and belief.

10/3/32

MEMORANDUM:

Relative to a Form 2806 for this employee:
Mrs. Rees states that first department making
deductions should make up form. We made no deductions,
so will not make Form 2806. Mrs. Rees suggested
that Department who makes the deductions will ask
for abstract from us.

L.V.

File Copy

*D.F.W.
Jm*

July 1, 1930.

Genl.
FILE

M OCT 17

Mrs. Elizabeth S. Friedman,

C/o The Commissioner of Customs.

Madam:

You are hereby transferred from the position of
Crypt Analyst at \$2400 per annum, Division of Foreign Con-
trol, Prohibition Bureau, to a new position of Special Em-
ployee, Customs Agency Service, without change in compensa-
tion, for duty at Washington, D. C., effective July 1, 1930.

Respectfully,

(Signed) S. Lowman

SEYMOUR LOWMAN
Assistant Secretary.

*c/o to Prohibition
7-15-30 - R.T.*

7-15-30.

Mrs. Friedman is not subject
to the Retirement act, as
she did not acquire a
competitive status by her
appt. under Section 18, Title
II. (Inf. obtained from Miss Hays,
of the C. S. Comm. on above date)
H. T.

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR (X) SPECIAL ()
PROBATIONAL or TRIAL PERIOD ()

As of 31 March 1946 based on performance during period from 1 April 1945 to 31 March 1946

Friedman, Elizabeth S.

(Name of employee)

Cryptanalyst P 5

(Title of position, service, and grade)

Coast Guard, Operations, Communications

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW
MARK EMPLOYEE

- ✓ if adequate
- if weak
+ if outstanding

1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.
2. Underline the elements which are especially important in the position.
3. Rate only on elements pertinent to the position.
 - a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions.
 - b. Rate administrative, supervisory, and planning functions on elements in *italics*.

CHECK ONE:

Administrative,
supervisory, or
planning ----- ☐

All others ----- ☐

NOT APPLICABLE

- (1) Maintenance of equipment, tools, instruments.
(2) Mechanical skill.
+ (3) Skill in the application of techniques and procedures.
+ (4) Presentability of work (appropriateness of arrangement and appearance of work).
+ (5) Attention to broad phases of assignments.
+ (6) Attention to pertinent detail.
+ (7) Accuracy of operations.
(8) Accuracy of final results.
(9) Accuracy of judgments or decisions.
(10) Effectiveness in presenting ideas or facts.
+ (11) Industry.
(12) Rate of progress on or completion of assignments.
(13) Amount of acceptable work produced. (Is mark based on production records? yes)
+ (14) Ability to organize his work.
(15) Effectiveness in meeting and dealing with others.
+ (16) Cooperativeness.
(17) Initiative.
(18) Resourcefulness.
+ (19) Dependability.
(20) Physical fitness for the work.

- (21) Effectiveness in planning broad programs.
(22) Effectiveness in adapting the work program to broader or related programs.
+ (23) Effectiveness in devising procedures.
(24) Effectiveness in laying out work and establishing standards of performance for subordinates.
(25) Effectiveness in directing, reviewing, and checking the work of subordinates.
+ (26) Effectiveness in instructing, training, and developing subordinates in the work.
(27) Effectiveness in promoting high working morale.
(28) Effectiveness in determining space, personnel, and equipment needs.
(29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
+ (30) Ability to make decisions.
(31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED.

- (A) -----
(B) -----
(C) -----

STANDARD

Deviations must be explained on reverse side of this form

- Plus marks on all underlined elements, and no minus marks.
Plus marks on at least half of the underlined elements, and no minus marks.
Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks.
Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks.
Minus marks on at least half of the underlined elements.

Adjective rating
Excellent
Very good
Good
Fair
Unsatisfactory

Rating official EX

Reviewing official Excellence

Rated by E. J. Glavin
(Signature of rating official)

Lieut. USCG
(Title)

3-28-46
(Date)

Reviewed by William C. Sullivan
(Signature of reviewing official)

Commander USCG
(Title)

3-28-46
(Date)

Rating approved by efficiency rating committee
(Date)

Report to employee
(Adjective rating)

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

1

PERSONNEL RECOMMENDATION

PAGE:

164990

TO DIRECTOR OF PERSONNEL

Date September 16, 1946

Name: Friedman, Elizabeth S. Mrs.

From: U. S. Coast Guard

Bureau No.:

(BUREAU OR DIVISION)

Nature of Recommendation Reduction in Force (No accrued annual leave)

Effective: close September 12, 1946

	FROM	229	TO
Position	Cryptanalyst		
Grade	P-5		
Salary	\$6144.60 per annum		
C. S. C. No.			
Bureau or Div.	U. S. Coast Guard		
Organizational Subdivisions	Operations Communications		
Headquarters	Washington, D. C.		
Post of Duty	Washington, D. C.		
Appropriation	Sal., Off. of Comdt.,		
Allotment	U.S.C.G.		

FIELD ☐ DEPTMTL ☒

FIELD ☐ DEPTMTL ☐

Remarks: Your separation from the service as above indicated is necessary due to a curtailment of cryptanalytic activities performed by the Coast Guard resulting in the abolishment of your position.

*Leave & eff. date
ok. Not indebted
for sl. fs*

Justification:

In letter dated August 14, 1946 Mrs. Friedman was given notice of her impending separation effective at the close of September 12, 1946. Letter of notification contained information required in CSC Dept. Cir. 510 R-1 dated September 27, 1945.

Reduction in Force list dated August 6, 1946 approved by Treasury Department.

Consideration given all other eligible employees
Certified as to sufficiency of Appropriated Funds
Certified as to validity of recommended vice
vacancy or additional identical action

G. R. Lansdale
G. R. LANSDALE, Pers. Asst.,
Civilian Personnel Division

CIVIL SERVICE OR OTHER
LEGAL AUTHORITY

APPROPRIATION

Regular

DATE OF BIRTH

8-26-1893

LEGAL RESIDENCE

Washington, D.C.

SEX

Female

NATURE OF POSITION

NEW

ADDTL. IDENT.

VICE VACANCY

VICE

NAME: P-5-24 ✓
(1779) ✓

C.S.C. NO.:

ACTION NO.:

DATE: 6-26-43 ✓

VETERAN'S PREFERENCE
INFORMATION

No Preference

SUBJECT TO RETIREMENT ACT?

Yes

DATE OF OATH

OFFICIAL PERSONNEL FILE

(BUREAU OR DIVISION HEAD)

DATE APPROVED BY THE SECRETARY

(PCP-3)
CG-023

14 August, 1946

To: Mrs. Elizabeth S. Friedman
Subj: Notice of reduction in force

1. In view of the curtailment of cryptanalytic activities previously performed by the U. S. Coast Guard, it has been necessary to effect a reduction in personnel.
2. This is to inform you that your services with the U. S. Coast Guard will be terminated effective at the close of 12 September, 1946 and you will be paid in a lump sum for any accrued annual leave remaining to your credit.
3. It is regretted that circumstances make this reduction in force necessary. Your selection for separation has been made in accordance with the Civil Service Regulations governing reduction in force, and was on the basis of the nature of your appointment, your civil service status, whether or not you are entitled to veterans preference, your efficiency rating and length of Federal service.
4. Any questions regarding the regulations and your standing on the reduction in force list should be referred to the Civilian Personnel Office. If you feel that your rights under the regulations have not been recognized, you may appeal your case to the Civil Service Commission within ten days after the receipt of this notice.
5. We wish to express our appreciation of the job you have done as an employee of the U. S. Coast Guard and realize the importance of your services to its overall accomplishments. We want you to feel free to call upon the Personnel Office for any service that it may be able to render.

By direction of the Commandant:

H. L. MORGAN, Acting Chief
Civilian Personnel Division

Copy to: Chief, Office of Operations
Payroll Clerk

*eff. close 9-12-46
No leave to credit.
Does not owe for sl.*

P.E. L. H.

mas

File

Agency: OPERATIONS - Communications

Name

FRIEDMAN, Elizabeth

MEMORANDUM • • REMARKS

Leave balances brought forward from prior period

Block

Leave accrued during this reporting period

Reporting period 9/8 to 9/21/46

Aggregate of leave available during this period

Hours of duty if N/D or other than regular.

DATE	HOURS IN PAY STATUS			AWOL	LWOP	SICK	ANNUAL	OTHER	TIME ABSENT		DATE	ABSENCES CERTIFIED CORRECT
	O/T	N/D	REGULAR						OUT	IN		
Sun.											Sun.	
Mon.											Mon.	
Tue.											Tue.	
Wed.											Wed.	
Thu.											Thu.	
Fri.											Fri.	
Sat.											Sat.	
Sun.											Sun.	
Mon.											Mon.	
Tue.											Tue.	
Wed.											Wed.	
Thu.											Thu.	
Fri.											Fri.	
Sat.											Sat.	
Totals												

Balances at close of this period

XXXX

W. O. P. total for calendar year to end of prior period

W. O. P. total for calendar year to end of this period

IMPORTANT—For all LWOP reduce the leave accruals according to the reduction tables.

E. K. RHODES
(Supervisor)
Comdr. USCG

Telephone No.

A. P. WINKLER
(Timekeeper)
Lieut.

5061

TIME AND ATTENDANCE
REPORT

Standard Form No. 1130
(General Regulations No. 102—Revised)
Form prescribed by Comp. Gen., U. S.
December 7, 1945

*Detached from
this unit 1630
12 Sept., 1946
H.Q. ltr. 14 Aug.
1946*

LAST NAME		FIRST NAME		MIDDLE INITIAL	IDENTIFICATION NO.	TYPE OF APPOINTMENT	DATE OF APPOINTMENT	BASIS OF COMPENSATION	TOUR OF DUTY	CALENDAR YEAR									
Standard Form 70--OCT. 1944--C. S. C.						LEAVE RECORD		GPO 16-420		FORM APPROVED--BUDGET BUREAU NO. 50-90-25									
REP. PERIOD	ANNUAL			SICK			NO.	REP. PERIOD	ANNUAL			SICK			ABSENCE WITHOUT PAY				REMARKS (CHANGES IN TOUR OF DUTY, ETC.)
	TAKEN		ACCR.	TAKEN		ACCR.			TAKEN		ACCR.	TAKEN		ACCR.	W-LWP AWL-ABSENCE WITHOUT LEAVE SUS-SUSPENSION				
	HOURS	TOTAL		HOURS	TOTAL				HOURS	TOTAL		HOURS	TOTAL		DATE	TYPE	HOURS	TOTAL	
7/1-12	-			24	24		JUL	7/13	-	183		16	80		LWOP 7/5-12	W	48	48	Left 6/19
7/13-27	-			-	24		7/14-27	-	193		-	80		7/14-27	W	80	128	11/16 7/3/46	
7/28-8/10	-			-	24		7/28-8/10	-	193		-	80		7/28-8/10	W	80	208	rel 2/11 9/12/46	
8/11-24	-			-	24		8/11-24	-	193		-	80		8/11-24	W	80	288	Pos. cl. 9-12-46	
8/25-9/7	-			-	24		8/25-9/7	-	183		-	80		8/25-9/7	W	80	368	no leave to credit	
9/8-21	-			-	24		9/8-21	-	193		-	80		9/8-12	W	32	400		
10/1-16	8	44		-	24		OCT												
10/17-31	16	63		8	32														
11/1-15	-	63		8	40		NOV												
11/16-30	-	63		-	40														
12/1-14	24	87		-	40		DEC												
12/15-29	140	127		24	64														
12/30-1/3	56	183	104	-	64	69													
LAST NAME		FIRST NAME		MIDDLE INITIAL	IDENTIFICATION NO.	TYPE OF APPOINTMENT	DATE OF APPOINTMENT	BASIS OF COMPENSATION	TOUR OF DUTY	CALENDAR YEAR									
FREIDMAN,		Elizabeth S.					5-18-27			1946									

Agency: OPERATIONS - Communications

MEMORANDUM • • REMARKS

Name

FRIEDMAN, Elizabeth

Leave balances brought forward from prior period.....

Block

Leave accrued during this reporting period.....

Reporting period

8/25 to 9/7/46

Aggregate of leave available during this period.....

Hours of duty if N/D or other than regular.

DATE	HOURS IN PAY STATUS			AWOL	LWOP	SICK	ANNUAL	OTHER	TIME ABSENT		DATE	ABSENCES CERTIFIED CORRECT
	O/T	N/D	REGULAR						OUT	IN		
Sun.											Sun.	
Mon.			8		8						Mon.	
Tue.			8		8						Tue.	
Wed.			8		8						Wed.	
Thu.			8		8						Thu.	
Fri.			8		8						Fri.	
Sat.											Sat.	
Sun.											Sun.	
Mon.			8		8						Mon.	
Tue.			8		8						Tue.	
Wed.			8		8						Wed.	
Thu.			8		8						Thu.	
Fri.			8		8						Fri.	
Sat.											Sat.	

TIME AND ATTENDANCE
REPORT

Standard Form No. 1130
(General Regulations No. 102—Revised)
Form prescribed by Comp. Gen., U. S.
December 7, 1945

Total		80		80								
Balances at close of this period.....					XXXX							
W. O. P. total for calendar year to end of prior period.....												
W. O. P. total for calendar year to end of this period.....												

IMPORTANT—For all
LWOP reduce the leave
accruals according to
the reduction tables.

E. K. Rhodes *A. P. Winkler*
E. K. RHODES A. P. WINKLER
(Supervisor) (Lieutenant)
Comdr. USCG
Telephone No. 5061

Agency: OPERATIONS - Communications

MEMORANDUM • • REMARKS

Name

FRIEDMAN, Elizabeth

Leave balances brought forward from prior period.....

Block

Leave accrued during this reporting period.....

Reporting period

8/11 to 8/24/46

Aggregate of leave available during this period.....

Hours of duty if N/D or other than regular.

DATE	HOURS IN PAY STATUS			AWOL	LWOP	SICK	ANNUAL	OTHER	TIME ABSENT		DATE	ABSENCES CERTIFIED CORRECT
	O/T	N/D	REGULAR						OUT	IN		
Sun.											Sun.	
Mon.			8		8						Mon.	
Tue.			8		8						Tue.	
Wed.			8		8						Wed.	
Thu.			8		8						Thu.	
Fri.			8		8						Fri.	
Sat.											Sat.	
Sun.											Sun.	
Mon.			8		8						Mon.	
Tue.			8		8						Tue.	
Wed.			8		8						Wed.	
Thu.			8		8						Thu.	
Fri.			8		8						Fri.	
Sat.											Sat.	

TIME AND ATTENDANCE
REPORT

Standard Form No. 1130
(General Regulations No. 102—Revised)
Form prescribed by Comp. Gen., U. S.
December 7, 1945

Total		80		80								
Balances at close of this period.....					XXXX							
W. O. P. total for calendar year to end of prior period.....												
W. O. P. total for calendar year to end of this period.....												

IMPORTANT—For all
LWOP reduce the leave
accruals according to
the reduction tables.

E. K. Rhodes *A. P. Winkler*
E. K. RHODES A. P. WINKLER
(Supervisor) (Lieutenant)
Comdr. USCG
Telephone No. 5061

Agency: OPERATIONS - Communications

Name

FRIEDMAN, Elizebeth

MEMORANDUM • • REMARKS

Leave balances brought forward from prior period.....

Leave accrued during this reporting period.....

Aggregate of leave available during this period.....

Block

Reporting period

7/28 to 8/10/46

Hours of duty if N/D or other than regular.

LWOP

DATE	HOURS IN PAY STATUS			AWOL	LWOP	SICK	ANNUAL	OTHER	TIME ABSENT		DATE	ABSENCES CERTIFIED CORRECT
	O/T	N/D	REGULAR						OUT	IN		
Sun.											Sun.	
Mon.					8						Mon.	
Tue.					8						Tue.	
Wed.					8						Wed.	
Thu.					8						Thu.	
Fri.					8						Fri.	
Sat.											Sat.	
Sun.											Sun.	
Mon.					8						Mon.	
Tue.					8						Tue.	
Wed.					8						Wed.	
Thu.					8						Thu.	
Fri.					8						Fri.	
Sat.											Sat.	

Totals

80

Balances at close of this period.....

XXXX

W. O. P. total for calendar year
to end of prior period.....W. O. P. total for calendar year
to end of this period.....IMPORTANT—For all
LWOP reduce the leave
accruals according to
the reduction tables.

Certified correct

E. V. RHODES
Commander, USCG
Telephone No. 5061

A. P. Winkler
Lt. Commander
5061

TIME AND ATTENDANCE
REPORT

Standard Form No. 1130
(General Regulations No. 102—Revised)
Form prescribed by Comp. Gen., U. S.
December 7, 1945

JPO 15-46691-1

Agency: OPERATIONS - Communications

Name

FRIEDMAN, Elizebeth

MEMORANDUM • • REMARKS

Leave balances brought forward from prior period.....

Leave accrued during this reporting period.....

Aggregate of leave available during this period.....

2/3

0

Block

Reporting period

14-27 July 1946

Hours of duty if N/D or other than regular.

LWOP

DATE	HOURS IN PAY STATUS			AWOL	LWOP	SICK	ANNUAL	OTHER	TIME ABSENT		DATE	ABSENCES CERTIFIED CORRECT
	O/T	N/D	REGULAR						OUT	IN		
Sun.											Sun.	
Mon.					8						Mon.	
Tue.					8						Tue.	
Wed.					8						Wed.	
Thu.					8						Thu.	
Fri.					8						Fri.	
Sat.											Sat.	
Sun.											Sun.	
Mon.					8						Mon.	
Tue.					8						Tue.	
Wed.					8						Wed.	
Thu.					8						Thu.	
Fri.					8						Fri.	
Sat.											Sat.	

Totals

80

Balances at close of this period.....

XXXX

W. O. P. total for calendar year
to end of prior period.....W. O. P. total for calendar year
to end of this period.....IMPORTANT—For all
LWOP reduce the leave
accruals according to
the reduction tables.

Certified correct

E. V. RHODES
Commander, USCG
Telephone No. 5061

A. P. Winkler
Lt. Commander
5061

TIME AND ATTENDANCE
REPORT

Standard Form No. 1130
(General Regulations No. 102—Revised)
Form prescribed by Comp. Gen., U. S.
December 7, 1945

JPO 15-46691-1

Agency: OPERATIONS - Communication

MEMORANDUM • • REMARKS

Name FRIEDMAN, Elizabeth

P 5 ✓

Leave balances brought forward from prior period

223

44

Block

Leave accrued during this reporting period

5

12

Reporting period 16-29 June 1946

Aggregate of leave available during this period

228

56

Hours of duty if N/D or other than regular.

DATE	HOURS IN PAY STATUS			AWOL	LWOP	SICK	ANNUAL	OTHER	TIME ABSENT		DATE	ABSENCES CERTIFIED CORRECT
	O/T	N/D	REGULAR						OUT	IN		
16 Sun.											Sun.	
17 Mon.			8								Mon.	
18 Tue.			8								Tue.	
19 Wed.			8								Wed.	
20 Thu.			8				8				Thu.	
21 Fri.			8				8				Fri.	
22 Sat.											Sat.	
23 Sun.											Sun.	
24 Mon.			8				8				Mon.	
25 Tue.			8				8				Tue.	
26 Wed.			8				8				Wed.	
27 Thu.			8				8				Thu.	
28 Fri.			8				8				Fri.	
29 Sat.											Sat.	
Totals			80				56					

TIME AND ATTENDANCE
REPORT

Standard Form No. 1130
(General Regulations No. 102—Revised)
Form prescribed by Comp. Gen., U. S.
December 7, 1945

Balances at close of this period

XXXX

228

0

W. O. P. total for calendar year
to end of prior periodW. O. P. total for calendar year
to end of this period

IMPORTANT—For all
LWOP reduce the leave
accruals according to
the reduction tables.

Certified correct

E. K. RHODES

Captain USCG

Telephone No.

P. B. Taylor

(Timekeeper)

5061

GPO 15-46691-1

Agency: OPERATIONS - Communications

MEMORANDUM • • REMARKS

Name FRIEDMAN, Elizabeth P 5 ✓

Leave balances brought forward from prior period

228

0

Block

Leave accrued during this reporting period

1

0

Reporting period 6/30/46 to 7/13/46

Aggregate of leave available during this period

229

0

Hours of duty if N/D or other than regular.

DATE	HOURS IN PAY STATUS			AWOL	LWOP	SICK	ANNUAL	OTHER	TIME ABSENT		DATE	ABSENCES CERTIFIED CORRECT
	O/T	N/D	REGULAR						OUT	IN		
Sun.											Sun.	
Mon.			8			8					Mon.	ESY
Tue.			8			8					Tue.	ESY
Wed.			8								Wed.	
Thu.			8								Thu.	
Fri.					8						Fri.	
Sat.											Sat.	
Sun.											Sun.	
Mon.					8						Mon.	
Tue.					8						Tue.	
Wed.					8						Wed.	
Thu.					8						Thu.	
Fri.					8						Fri.	
Sat.											Sat.	
Totals			32		48	16						

TIME AND ATTENDANCE
REPORT

Standard Form No. 1130
(General Regulations No. 102—Revised)
Form prescribed by Comp. Gen., U. S.
December 7, 1945

Balances at close of this period

XXXX

213

0

W. O. P. total for calendar year
to end of prior periodW. O. P. total for calendar year
to end of this period

IMPORTANT—For all
LWOP reduce the leave
accruals according to
the reduction tables.

Certified correct

E. K. RHODES

Commander USCG

Telephone No.

R. M. Hendricks

CRS

5061

GPO 15-46691-1

ADVANCE SICK LEAVE CARRIED FORWARD

6.

LAST NAME		FIRST NAME		MIDDLE INITIAL	IDENTIFICATION NO.	TYPE OF APPOINTMENT	DATE OF APPOINTMENT	BASIS OF COMPENSATION	TOUR OF DUTY	CALENDAR YEAR													
Standard Form 70—OCT. 1944—C. S. C.						LEAVE RECORD		GPO 16-42029-1	FORM APPROVED—BUDGET BUREAU No. 50-RO-20														
MO.	REP. PERIOD	ANNUAL			SICK			MO.	REP. PERIOD	ANNUAL			SICK			ABSENCE WITHOUT PAY				REMARKS (CHANGES IN TOUR OF DUTY, ETC.)			
		TAKEN		ACCR.	TAKEN		ACCR.			TAKEN		ACCR.	W-LWOP AWL-ABSENCE WITHOUT LEAVE SUS-SUSPENSION										
		HOURS	TOTAL		HOURS	TOTAL				HOURS	TOTAL		HOURS	TOTAL	DATE	TYPE	HOURS	TOTAL					
JAN	1	12	12					JUL	1	14	3	✓		32	✓					* 6 dec. emerg. leave taken in family court!			
	2	33	45	16			10		2	24	16	✓		32	✓								
FEB	1	48	93					AUG	1	16	18			52									
	2		93	32			20		2		18			32									
MAR	1		93					SEP	1		18			20	52								
	2	8	101	52	24	24	30		2		18			64	116								
APR	1		101			24		OCT	1		18				116								
	2	4	105	68		24	40		2	32	215			8	124								
MAY	1	6	111			24		NOV	1	3	218				124								
	2	16	127	84		24	50		2		218				124								
JUN	1		127	✓	8	32	✓	DEC	1		218			16	140								
	2	16	143	✓		32	✓		2	16	234				140								
				104			60		3	24	258				140								
										YEARLY SUMMARY													
										ITEM										ANNUAL		SICK	
										BALANCE FORWARD										129		252	
										YEAR ACCRUAL										208		120	
										TOTAL										3437		372	
										TOTAL TAKEN										258		140	
										BALANCE										144		232	
LAST NAME		FIRST NAME		MIDDLE INITIAL	IDENTIFICATION NO.		TYPE OF APPOINTMENT		DATE OF APPOINTMENT		BASIS OF COMPENSATION		TOUR OF DUTY		CALENDAR YEAR								
FREIDMAN		Elizabeth S.							5-18-27						1945								

EXTENSION OF LEAVE ON ACCOUNT OF SICKNESS

(CREDIT EXTENSION FROM PRIOR FOUR YEARS DAYS)

FROM—	TO—	NUMBER OF DAYS	APPLICATION		FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	GRANTED				FILED	GRANTED

SALARY DEDUCTIONS ON ACCOUNT OF EXCESSIVE ABSENCE

FROM—	TO—	DEDUCTED					FROM—	TO—	DEDUCTED				
		D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—			D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—

RECORD OF LEAVE WITHOUT PAY

RECORD OF ANNUAL LEAVE

FROM—	TO—	NUMBER OF DAYS	APPLICATION		FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED				FILED	APPROVED

NOG 5535
NAVY DEPT.
U. S. COAST GUARD

LAST NAME		FIRST NAME		MIDDLE INITIAL	IDENTIFICATION NO.	TYPE OF APPOINTMENT	DATE OF APPOINTMENT	BASIS OF COMPENSATION	TOUR OF DUTY	CALENDAR YEAR										
<div> <div>Standard Form 79—OCT. 1944—C. S. C.</div> <div>LEAVE RECORD</div> <div>GPO 16-42029-1</div> <div>FORM APPROVED—BUDGET BUREAU No. 5-20-25</div> </div>																				
D.	REP. PERIOD	ANNUAL			SICK			MO.	REP. PERIOD	ANNUAL			SICK			ABSENCE WITHOUT PAY				REMARKS (CHANGES IN TOUR OF DUTY, ETC.)
		TAKEN		ACCR.	TAKEN		ACCR.			TAKEN		ACCR.	TAKEN		ACCR.	W-LWOP AWL-ABSENCE WITHOUT LEAVE SUS-SUSPENSION				
		HOURS	TOTAL		HOURS	TOTAL				HOURS	TOTAL		HOURS	TOTAL		DATE	TYPE	HOURS	TOTAL	
JAN								JUL												
				16			10					120			70					
FEB								AUG												
				32			20					136			80					
MAR								SEP												
				52			30					156			90					
APR								OCT												
				68			40					172			100					
MAY								NOV												
				84			50					188			110					
JUN								DEC												
				104			60					208			120					
<div> <div>LAST NAME</div> <div>FIRST NAME</div> <div>MIDDLE INITIAL</div> <div>IDENTIFICATION NO.</div> <div>TYPE OF APPOINTMENT</div> <div>DATE OF APPOINTMENT</div> <div>BASIS OF COMPENSATION</div> <div>TOUR OF DUTY</div> <div>CALENDAR YEAR</div> </div>																				
<div> <div>YEARLY SUMMARY</div> <div>ITEM</div> <div>ANNUAL</div> <div>SICK</div> </div>																				
<div> <div>BALANCE FORWARD</div> <div>YEAR ACCRUAL</div> <div>TOTAL</div> <div>TOTAL TAKEN</div> <div>BALANCE</div> </div>																				

6a

OATH: _____ 19____ (7)

EXTENSION : LEAVE ON ACCOUNT OF SICKNESS

(CREDIT EXTENSION FROM PRIOR FOUR YEARS DAYS)

FROM—	TO—	NUMBER OF DAYS	APPLICATION		FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	GRANTED				FILED	GRANTED
10-11-43	10-12-43	2	10-13-43	10-15-43					
12-2-43	12-4-43	3	12-8-43	12-10-43					

SALARY DEDUCTIONS ON ACCOUNT OF EXCESSIVE ABSENCE

FROM—	TO—	DEDUCTED					FROM—	TO—	DEDUCTED				
		D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—			D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—

RECORD OF LEAVE WITHOUT PAY

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

RECORD OF ANNUAL LEAVE

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

N.C.G. 5335
NAVY DEPT.
U. S. COAST GUARD

EXTENSION OF LEAVE ON ACCOUNT OF SICKNESS

(CREDIT EXTENSION FROM PRIOR FOUR YEARS DAYS)

FROM—	TO—	NUMBER OF DAYS	APPLICATION		FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	GRANTED				FILED	GRANTED
1-25-42	—	1	1-26-42	1-26-42	12-30-42	—	1	12-31-42	12-31-42
4-7-42	—	1	4-8-42	4-9-42					
4-25-42	4-27-42	2	4-28-42	4-28-42					
7-29-42	—	1	7-31-42	8-1-42					
8-26-42	8-27-42	2	8-28-42	8-29-42					
10-2-42	—	1	10-3-42	10-5-42					

SALARY DEDUCTIONS ON ACCOUNT OF EXCESSIVE ABSENCE

FROM—	TO—	DEDUCTED					FROM—	TO—	DEDUCTED				
		D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—			D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—

RECORD OF LEAVE WITHOUT PAY

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

RECORD OF ANNUAL LEAVE

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

Form No. 9535
TREASURY DEPT.
U. S. COAST GUARD

LEAVE RECORD
YEAR 1940

ANNUAL LEAVE CARRIED FORWARD DEC. 31 1939 16-3-25

UNUSED SICK LEAVE CARRIED FORWARD 4

UNLIQUIDATED ADVANCES CARRIED FORWARD

Day of Week	JANUARY			FEBRUARY			MARCH			APRIL			MAY			JUNE			JULY			AUGUST			SEPTEMBER			OCTOBER			NOVEMBER			DECEMBER		
	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.						
1																																				
2																																				
3																																				
4																																				
5																																				
6																																				
7																																				
8																																				
9																																				
10																																				
11																																				
12																																				
13																																				
14																																				
15																																				
16																																				
17																																				
18																																				
19																																				
20																																				
21																																				
22																																				
23																																				
24																																				
25																																				
26																																				
27																																				
28																																				
29																																				
30																																				
31																																				
TOTAL	4	5	4	4	5	1	6	2	6	3	4	4	5	3	4	4	5	3	4	4	5	3	4	4	5	3	4	4	5	3						
Accrued	4	5	4	4	5	1	6	2	6	3	4	4	5	3	4	4	5	3	4	4	5	3	4	4	5	3	4	4	5	3						
W.O.P.																																				

FRIEDMAN, Elizabeth S.

OATH: 19

42-3-25

LEAVE RECORD
YEAR 1941

ANNUAL LEAVE CARRIED FORWARD DEC. 31 1940 1-0-10

UNUSED SICK LEAVE CARRIED FORWARD 8-2-0

UNLIQUIDATED ADVANCES CARRIED FORWARD

Day of Week	JANUARY			FEBRUARY			MARCH			APRIL			MAY			JUNE			JULY			AUGUST			SEPTEMBER			OCTOBER			NOVEMBER			DECEMBER		
	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.						
1																																				
2																																				
3																																				
4																																				
5																																				
6																																				
7																																				
8																																				
9																																				
10																																				
11																																				
12																																				
13																																				
14																																				
15																																				
16																																				
17																																				
18																																				
19																																				
20																																				
21																																				
22																																				
23																																				
24																																				
25																																				
26																																				
27																																				
28																																				
29																																				
30																																				
31																																				
TOTAL	3	2	3	2	3	3	3	3	5	4	3	4	4	5	1	6	1	3	4	4	5	3	4	4	5	3	4	4	5	3						
Accrued	3	2	3	2	3	3	3	3	5	4	3	4	4	5	1	6	1	3	4	4	5	3	4	4	5	3	4	4	5	3						
W.O.P.																																				

FRIEDMAN, Elizabeth S.

OATH: 19

(7)

EXTENSION OF LEAVE ON ACCOUNT OF SICKNESS

(CREDIT EXTENSION FROM PRIOR FOUR YEARS DAYS)

FROM—	TO—	NUMBER OF DAYS	APPLICATION		FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	GRANTED				FILED	GRANTED
2-9-40	2-10-40	2	2-12-40	2-13-40	9-5-40	9-6-40	2	9-5-40	9-11-40
4-6-40	—	5 1/2	4-8-40	4-9-40	10-10-40	10-12-40	1 4/7	10-14-40	10-16-40
5-10-40	5-11-40	1 1/2	5-13-40	5-14-40	12-9-40	12-10-40	2	12-11-40	12-12-40
5-15-40	—	1	5-16-40	5-20-40					
7-17-40	7-23-40	2 1/2	7-23-40	8-7-40					

SALARY DEDUCTIONS ON ACCOUNT OF EXCESSIVE ABSENCE

FROM—	TO—	DEDUCTED					FROM—	TO—	DEDUCTED				
		D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—			D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—

RECORD OF LEAVE WITHOUT PAY

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

RECORD OF ANNUAL LEAVE

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

EXTENSION OF LEAVE ON ACCOUNT OF SICKNESS

(CREDIT EXTENSION FROM PRIOR FOUR YEARS DAYS)

FROM—	TO—	NUMBER OF DAYS	APPLICATION		FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	GRANTED				FILED	GRANTED
1-4-41	—	4 1/2	1-6-41	1-8-41					
2-4-41	2-5-41	2	2-6-41	2-7-41					
3-1-41	3-3-41	1 4/7	3-4-41	3-11-41					
6-20-41	—	1	6-21-41	6-23-41					
8-5-41	8-14-41	8 1/2	8-15-41	8-16-41					
11-13-41	11-14-41	2	11-15-41	11-17-41					

SALARY DEDUCTIONS ON ACCOUNT OF EXCESSIVE ABSENCE

FROM—	TO—	DEDUCTED					FROM—	TO—	DEDUCTED				
		D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—			D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—

RECORD OF LEAVE WITHOUT PAY

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

RECORD OF ANNUAL LEAVE

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

ACCUMULATED LEAVE 1937

OATH

19

SALARY: \$ 3,800

ANNUAL: DAYS 4 HRS. 6 MIN. 20
SICK: DAYS 6 HRS. 3 MIN. 30

SICK: DAYS 6 HRS. 3 MIN. 30

TREASURY DEPARTMENT STOCK FORM 2152

U. S. GOVERNMENT PRINTING OFFICE

2—6485

ENTER SICK LEAVE IN RED INK

ACCUMULATED LEAVE

OATH

. 19

SALARY: \$ 3,800

ANNUAL: DAYS 5 HRS. - MIN. 55
SICK: DAYS 7 HRS. 3 MIN. 30

SICK: DAYS 7 HRS. 3 MIN. 30

GPO

2-6485

ENTER SICK LEAVE IN RED INK

LEAVE ON ACCOUNT OF SICKNESS.

ADVANCED SICK LEAVE: 1.

2.

3.

FROM—	TO—	NUMBER OF DAYS	APPLICATION		FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	GRANTED				FILED	GRANTED
1-10-38	1-11-38	2	1-12-38	1-12-38					
5-2-38	5-28-38	27	6-1-38	6-17-38					

SALARY DEDUCTIONS ON ACCOUNT OF EXCESSIVE ABSENCE

FROM—	TO—	DEDUCTED					FROM—	TO—	DEDUCTED				
		D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—			D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—

RECORD OF LEAVE WITHOUT PAY

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

RECORD OF ANNUAL LEAVE

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

2-6485

EXTENSION OF LEAVE ON ACCOUNT OF SICKNESS

ADVANCED SICK LEAVE: 1.

2.

3.

FROM—	TO—	NUMBER OF DAYS	APPLICATION		FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	GRANTED				FILED	GRANTED
10-16-39	10-17-39	1 1/2	10-18-39	10-19-39					
12-27-39	12-28-39	2	12-29-39	1-2-40					

SALARY DEDUCTIONS ON ACCOUNT OF EXCESSIVE ABSENCE

FROM—	TO—	DEDUCTED					FROM—	TO—	DEDUCTED				
		D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—			D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—

RECORD OF LEAVE WITHOUT PAY

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

RECORD OF ANNUAL LEAVE

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

2-6485

EMPLOYEE: FRIEDMAN, Mrs. Elizabeth S. OATH _____ 19____ SALARY: \$ 3,800 ACCRUED SICK EXTENSION: _____ DAYS

[illegible]

TREASURY DEPARTMENT STOCK FORM 2152

U. S. GOVERNMENT PRINTING OFFICE 2-6485

INDIVIDUAL RECORD OF ABSENCE FOR THE YEAR 1937

EMPLOYEE: FRIEDMAN, Mrs. Elizabeth BIRTH _____, 19 _____ SALARY: \$ 3,800 *minus*

ACCUMULATED LEAVE, 1936
ANNUAL: DAYS 1 HRS. 4 MIN. 25
SICK: DAYS 6 HRS. — MIN. —

[illegible]

TREASURY DEPARTMENT STOCK FORM 2152

U. S. GOVERNMENT PRINTING OFFICE 2-6485

ENTER SICK LEAVE IN RED INK

EXTENSION OF LEAVE ON ACCOUNT OF SICKNESS

(CREDIT EXTENSION FROM PRIOR FOUR YEARS DAYS)

FROM—	TO—	NUMBER OF DAYS	APPLICATION		FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	GRANTED				FILED	GRANTED
2-3-36	2-4-36	2	2-5-36	2-6-36	10-30-36		1	10-31-36	11-2-36
3-17-36		1	3-18-36	3-19-36	12-19-36	12-31-36	13	12-6-37	1-19-37
4-16-36		1	4-17-36	4-18-36					
7-29-36		1	7-30-36	7-31-36					
9-14-36	9-15-36	2	9-16-36	9-16-36					

SALARY DEDUCTIONS ON ACCOUNT OF EXCESSIVE ABSENCE

FROM—	TO—	DEDUCTED					FROM—	TO—	DEDUCTED				
		D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—			D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—

RECORD OF LEAVE WITHOUT PAY

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

RECORD OF ANNUAL LEAVE

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

2-6485

EXTENSION OF LEAVE ON ACCOUNT OF SICKNESS

ADVANCED SICK LEAVE: 1. _____ 2. _____ 3. _____

FROM—	TO—	NUMBER OF DAYS	APPLICATION		FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	GRANTED				FILED	GRANTED
6-29-37	12-30-37	1/2	6-29-37	6-30-37					
11-26-37	11-27-37	2	11-29-37	11-30-37					

SALARY DEDUCTIONS ON ACCOUNT OF EXCESSIVE ABSENCE

FROM—	TO—	DEDUCTED					FROM—	TO—	DEDUCTED				
		D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—			D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—

RECORD OF LEAVE WITHOUT PAY

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

RECORD OF ANNUAL LEAVE

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

2-6485

ACCRUED: 3 hrs.

EMPLOYEE: FRIEDMAN, Mrs. Elizabeth OATH _____ 19____ SALARY: \$ 3,800 ENTER SICK LEAVE IN RED INK
ACCRUED SICK EXTENSION: _____ DAYS

Day of Month	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												
19												
20												
21												
22												
23												
24												
25												
26												
27												
28												
29												
30												
31												
TOTAL	3 1 -	2 2 40 -	5 30 5 5 30 -	1 4 -	1 1 15 -	1 1 15 -	1 1 15 -	1 1 15 -	1 1 15 -	1 1 15 -	1 1 15 -	1 1 15 -
Accrued	3 1 -	5 3 40 -	6 2 10 12 -	40 12 1 40 13 5 40 14 6 55 14 6 55 14 6 55 15 -	05 15 -	05 15 -	05 15 -	05 15 -	05 15 -	05 15 -	05 15 -	05 15 -

TREASURY DEPARTMENT STOCK FORM 2152

U. S. GOVERNMENT PRINTING OFFICE: 1934 2-0485

3 days

ACCRUED: 2 hrs. 20 min.

EMPLOYEE: FRIEDMAN, Mrs. Elizabeth S. OATH _____ 19____ SALARY: \$ 3,800 ENTER SICK LEAVE IN RED INK
ACCRUED SICK EXTENSION: _____ DAYS

Day of Month	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												
19												
20												
21												
22												
23												
24												
25												
26												
27												
28												
29												
30												
31												
TOTAL	4 30	3 - 30	4 30	1 - 10	2 - 30	5 1 -	1 -	3 3 30	1 -	1 -	1 50 -	2 20 -
Accrued	4 30	3 5 -	4 2 30	5 2 40	6 3 10	11 4 10	11 4 10	14 4 10	14 4 10	14 4 10	15 3 30	15 3 30

TREASURY DEPARTMENT STOCK FORM 2152

U. S. GOVERNMENT PRINTING OFFICE: 1934 2-0485

0-4-40

EXTENSION OF LEAVE ON ACCOUNT OF SICKNESS

(CREDIT EXTENSION FROM PRIOR FOUR YEARS DAYS)

FROM—	TO—	NUMBER OF DAYS	APPLICATION		FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	GRANTED				FILED	GRANTED
1-7-35		1	1-8-35	1-9-35	8-26-35	8-27-35	2	8-30-35	9-25-35
2-1-35	2-2-35	2	2-5-35	2-7-35	8-29-35	8-30-35	1 1/2	8-30-35	9-25-35
2-26-35	3-30-35	5	4-1-35	4-17-35	9-23-35		1	9-24-35	10-12-35
5-17-35	5-18-35	2	5-20-35	5-20-35	12-26-35	12-27-35	2	12-28-35	1-24-36
7-13-35		1	7-16-35	7-18-35					

SALARY DEDUCTIONS ON ACCOUNT OF EXCESSIVE ABSENCE

FROM—	TO—	DEDUCTED					FROM—	TO—	DEDUCTED				
		D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—			D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—
12-4-35			4	30	6.78	15 December, 1935							

RECORD OF LEAVE WITHOUT PAY

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

RECORD OF ANNUAL LEAVE

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

2-6655

EXTENSION OF LEAVE ON ACCOUNT OF SICKNESS

(CREDIT EXTENSION FROM PRIOR FOUR YEARS DAYS)

FROM—	TO—	NUMBER OF DAYS	APPLICATION		FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	GRANTED				FILED	GRANTED
1-25-34	1-27-34	3	2-5-34	2-9-34	7-20-34		1	7-21-34	7-21-34
2-7-34		1/2	2-9-34	2-9-34	9-18-34		1	9-19-34	9-19-34
3-2-34		1/2	3-6-34	3-6-34	10-22-34	10-23-34	2	10-24-34	10-25-34
3-29-34		1/2	3-30-34	4-2-34					
5-22-34	5-24-34	2 1/2	4-25-34	4-29-34					

SALARY DEDUCTIONS ON ACCOUNT OF EXCESSIVE ABSENCE

FROM—	TO—	DEDUCTED					FROM—	TO—	DEDUCTED				
		D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—			D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—
7-9-34	7-11-34	3	-	-	31.67	July 15, 1934							

RECORD OF LEAVE WITHOUT PAY

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED
7-9-34	7-11-34	3	7-6-34	8-6-34

RECORD OF ANNUAL LEAVE

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

2-6655

INDIVIDUAL RECORD OF ABSENCE FOR THE YEAR 1932

ENTER SICK LEAVE IN RED INK

EMPLOYEE: FRIEDMAN, Mrs. Elizabeth S.

OATH

19

SALARY: \$ 3800ACCRUED SICK EXTENSION: DAYS

DAY OF MONTH	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	
D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	
1										330	WOP	WOP	1
2	1			30	1						WOP	WOP	2
3											WOP	WOP	3
4											WOP		4
5											WOP		5
6											WOP		6
7			1		4						WOP		7
8				115						330	WOP		8
9											WOP		9
10											WOP		10
11		40									WOP		11
12											WOP		12
13											WOP		13
14											WOP		14
15										330	WOP		15
16		130						330	330		WOP		16
17			1			2					WOP		17
18	430										WOP		18
19			1	45							WOP		19
20											WOP		20
21			130								WOP		21
22				3						330	WOP		22
23		345							1		WOP		23
24		3									WOP	closed	24
25											WOP		25
26					3						WOP		26
27											WOP		27
28									6	330	WOP		28
29		13							3	330	WOP		29
30									2		WOP	WOP	30
31												closed	31
TOTAL	430	1455	1230	6630	3	46		1330	2130	2430			
ACCUMULATED	430	2225	3455	10425	13425	18325	6	24330	24330	24330	24330	24330	

2-6485

U. S. GOVERNMENT PRINTING OFFICE: 1931

Furlough completed.

WOP 2-2-30 WOP 38-2-30 WOP 36230

Furlough 24 da
WOP 36 da 2 hr 30 min.

INDIVIDUAL RECORD OF ABSENCE FOR THE YEAR 1933

ENTER SICK LEAVE IN RED INK

EMPLOYEE: FRIEDMAN, Elizabeth S.

OATH

19

SALARY: \$ 3800.00ACCRUED SICK EXTENSION: DAYS

Day of Month	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	
D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	D. H. M.	
1								130					1
2													2
3								430					3
4			closed										4
5									1				5
6													6
7									1		130		7
8					130						230		8
9						4							9
10													10
11													11
12													12
13										2			13
14													14
15													15
16													16
17													17
18								20					18
19													19
20										230			20
21											15		21
22				4				230	130				22
23												closed	23
24											2		24
25													25
26												15	26
27					230							15	27
28			1			345						25	28
29						2						closed	29
30													30
31													31
TOTAL				4	5	1245	3250	4	2130	630	615	55	
Accumulated	24	24	24	4	12	2445	635	6435	605	9535	10450	10545	

EXTENSION OF LEAVE ON ACCOUNT OF SICKNESS

(CREDIT EXTENSION FROM PRIOR FOUR YEARS DAYS)

FROM—	TO—	NUMBER OF DAYS	APPLICATION		FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	GRANTED				FILED	GRANTED
1-5-33	1-25-33	21	1-28-33	2-12-33					
3-28-33	3-28-33	1	3-30-33	4-8-33					
8-7-33	8-14-33	8	8-22-33	8-29-33					

SALARY DEDUCTIONS ON ACCOUNT OF EXCESSIVE ABSENCE

FROM—	TO—	DEDUCTED					FROM—	TO—	DEDUCTED				
		D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—			D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—

RECORD OF LEAVE WITHOUT PAY

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

RECORD OF ANNUAL LEAVE

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

2-6485

EXTENSION OF LEAVE ON ACCOUNT OF SICKNESS

(CREDIT EXTENSION FROM PRIOR FOUR YEARS DAYS)

FROM—	TO—	NUMBER OF DAYS	APPLICATION		FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	GRANTED				FILED	GRANTED
1-2-32	1-2-32	1	1-6-32	1-6-32	8-1-32	8-1-32	1	8-2-32	8-2-32
3-15-32	3-15-32	1	3-17-32	3-17-32	8-16-32	8-16-32	14 1/2	8-23-32	8-26-32
3-17-32	3-17-32	1	3-18-32	3-18-32	8-17-32	8-20-32			
4-11-32	4-12-32	2	4-14-32	4-14-32	8-21-32	8-29-32	3	9-6-32	9-19-32
6-2-32	6-2-32	1	6-3-32	6-3-32					

SALARY DEDUCTIONS ON ACCOUNT OF EXCESSIVE ABSENCE

FROM—	TO—	DEDUCTED					FROM—	TO—	DEDUCTED				
		D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—			D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—
10/28/32	10/30/32	2	2	30	24.88	10/31/32							
11/1/32	11/15/32	15	-	-	158.33	11/15/32							
11/16/32	11/30/32	15	-	-	158.33	11/30/32							
12/1/32	12/2/32	2	-	-	20.37	12/15/32							
12/30/32	12/30/32	1	-	-	10.56	1/15/33							

RECORD OF LEAVE WITHOUT PAY

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED
10-28-32	11-28-32	30	10-1-32	10-19-32
11-27-32	12-2-32	6	12-3-32	12-17-32
12-30-32	12-30-32	1	1-4-33	1-17-33

2-6485

INDIVIDUAL RECORD OF ABSENCE FOR THE YEAR 1931

ENTER SICK LEAVE IN RED INK

EMPLOYEE: Friedman, Elizabeth S.

OATH _____

19 _____

SALARY: \$ _____

ACCRUED SICK EXTENSION: _____

DAYS

DAY OF MONTH	JANUARY			FEBRUARY			MARCH			APRIL			MAY			JUNE			JULY			AUGUST			SEPTEMBER			OCTOBER			NOVEMBER			DECEMBER		
	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.			
1										1																							1			
2										1																							2			
3										1																							3			
4										1																							4			
5																																	5			
6																																	6			
7																																	7			
8																																	8			
9																																	9			
10																																	10			
11																																	11			
12																																	12			
13																																	13			
14										1																							14			
15										1																							15			
16										1																							16			
17										1																							17			
18																																	18			
19	1																																19			
20																																	20			
21																																	21			
22																																	22			
23																																	23			
24																																	24			
25																																	25			
26																																	26			
27																																	27			
28																																	28			
29																																	29			
30																																	30			
31																																	31			
TOTAL																																				
ACCE- DATE																																				

2-6485

U. S. GOVERNMENT PRINTING OFFICE: 1929

INDIVIDUAL RECORD OF ABSENCE FOR THE YEAR 1931

Allowance - 30 days

ENTER SICK LEAVE IN RED INK

EMPLOYEE: FRIEDMAN, Mrs. Elizabeth S.

OATH 7-1-31

19 _____

SALARY: \$ 3800.00

ACCRUED SICK EXTENSION: _____

DAYS

DAY OF MONTH	JANUARY			FEBRUARY			MARCH			APRIL			MAY			JUNE			JULY			AUGUST			SEPTEMBER			OCTOBER			NOVEMBER			DECEMBER		
	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.			
1																																	1			
2																																	2			
3																																	3			
4																																	4			
5																																	5			
6																																	6			
7																																	7			
8																																	8			
9																																	9			
10																																	10			
11																																	11			
12																																	12			
13																																	13			
14																																	14			
15																																	15			
16																																	16			
17																																	17			
18																																	18			
19																																	19			
20																																	20			
21																																	21			
22																																	22			
23																																	23			
24																																	24			
25																																	25			
26																																	26			
27																																	27			
28																																	28			
29																																	29			
30																																	30			
31																																	31			
TOTAL																																				
ACCRU- DATE																																				

2-6485

U. S. GOVERNMENT PRINTING OFFICE: 1929

EXTENSION OF LEAVE ON ACCOUNT OF SICKNESS

(CREDIT EXTENSION FROM PRIOR FOUR YEARS DAYS)

FROM—	TO—	NUMBER OF DAYS	APPLICATION		FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	GRANTED				FILED	GRANTED
9-1-31	9-1-31	1	9-2-31	9-2-31					
9-14-31	9-14-31	1	9-17-31	9-17-31					
12-14-31	12-15-31	2	12-24-31	12-24-31					

SALARY DEDUCTIONS ON ACCOUNT OF EXCESSIVE ABSENCE

FROM—	TO—	DEDUCTED					FROM—	TO—	DEDUCTED				
		D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—			D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—

RECORD OF LEAVE WITHOUT PAY

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

RECORD OF ANNUAL LEAVE

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

2-6485

EXTENSION OF LEAVE ON ACCOUNT OF SICKNESS

(CREDIT EXTENSION FROM PRIOR FOUR YEARS DAYS)

FROM—	TO—	NUMBER OF DAYS	APPLICATION		FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	GRANTED				FILED	GRANTED

SALARY DEDUCTIONS ON ACCOUNT OF EXCESSIVE ABSENCE

FROM—	TO—	DEDUCTED					FROM—	TO—	DEDUCTED				
		D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—			D.	H.	M.	AMOUNT	FROM PAY ROLL FOR—

RECORD OF LEAVE WITHOUT PAY

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

RECORD OF ANNUAL LEAVE

FROM—	TO—	NUMBER OF DAYS	APPLICATION	
			FILED	APPROVED

2-6485

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR (X) SPECIAL ()
PROBATIONAL or TRIAL PERIOD ()

As of 31 March 1945 based on performance during period from 1 April 1944 to 31 March 1945

Elizabeth S. Friedman

(Name of employee)

Cryptanalyst P-5

(Title of position, service, and grade)

Coast Guard - Operations - Communications

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE:
<input checked="" type="checkbox"/> if adequate		Administrative, supervisory, or planning <input checked="" type="checkbox"/>
<input type="checkbox"/> if weak		All others <input type="checkbox"/>
<input checked="" type="checkbox"/> if outstanding		

- ☐ (1) Maintenance of equipment, tools, instruments.
- ☐ (2) Mechanical skill.
- ☒ (3) Skill in the application of techniques and procedures.
- ☒ (4) Presentability of work (appropriateness of arrangement and appearance of work).
- ☒ (5) Attention to broad phases of assignments.
- ☒ (6) Attention to pertinent detail.
- ☒ (7) Accuracy of operations.
- ☒ (8) Accuracy of final results.
- ☒ (9) Accuracy of judgments or decisions.
- ☒ (10) Effectiveness in presenting ideas or facts.
- ☒ (11) Industry.
- ☒ (12) Rate of progress on or completion of assignments.
- ☒ (13) Amount of acceptable work produced. (Is mark based on production records? No) (Yes or no)
- ☒ (14) Ability to organize his work.
- ☒ (15) Effectiveness in meeting and dealing with others.
- ☒ (16) Cooperativeness.
- ☒ (17) Initiative.
- ☒ (18) Resourcefulness.
- ☒ (19) Dependability.
- ☒ (20) Physical fitness for the work.

- ☒ (21) Effectiveness in planning broad programs.
- ☒ (22) Effectiveness in adapting the work program to broader or related programs.
- ☒ (23) Effectiveness in devising procedures.
- ☒ (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- ☒ (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- ☒ (26) Effectiveness in instructing, training, and developing subordinates in the work.
- ☒ (27) Effectiveness in promoting high working morale.
- ☒ (28) Effectiveness in determining space, personnel, and equipment needs.
- ☒ (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- ☒ (30) Ability to make decisions.
- ☒ (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

- ☐ (A) _____
- ☐ (B) _____
- ☐ (C) _____

STANDARD Deviations must be explained on reverse side of this form		Adjective rating
Plus marks on all underlined elements, and no minus marks	Adjective rating Excellent	Rating official <u>Excellent</u>
Plus marks on at least half of the underlined elements, and no minus marks	Very good	
Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks	Good	Reviewing official <u>Excellent</u>
Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks	Fair	
Minus marks on at least half of the underlined elements	Unsatisfactory	

Rated by [Signature]
(Signature of rating official)

Reviewed by [Signature]
(Signature of reviewing official)

[Signature]
Comdr. USCG
(Title)

1 April, 1945
(Date)
23 April, 1945
(Date)

Rating approved by efficiency rating committee _____ (Date) Report to employee F (Adjective rating)

AGENCY U. S. COAST		PAY ROLL PERIOD July, 1945		BLOCK No. 904
NAME AND No.		TAX CODE 0	DIVISION	SLIP No. 417
DESIGNATION Sr. Cryptanalyst	GRADE P-5	SALARY RATE \$ 5330	SECTION	UNIT
ELIZABETH S. FRIEDMAN \$164.02*			BOND AUTHORIZATION No.	BOND PURCHASE PRICE \$ 9.38
			APPROPRIATION(S) 1760905, Sal., Off. of Comdt.	

CHECK <input type="checkbox"/>	CASH <input type="checkbox"/>	EARNINGS			DEDUCTIONS					NET PAY	POSTED BY (Initials)
		REGULAR	OVERTIME	GROSS PAY	RETIREMENT	TAX	BOND	OTHER	CODE		
Pay This Period		207.30	13.63	220.93	10.37	48.50	9.38			152.68	
New Normal Pay		207.30	27.27	234.57	10.37	50.30	9.38			164.02	
Previous Normal Pay		199.23	27.88	227.11	9.97	48.50	9.38			159.26	

REMARKS: Pay Increase (Periodic) eff. 7-1-45 from 5180 to 5390. Auth: Sec. 2b, Act of 8-1-41. Last increase 6-16-43 by pro. from 4200 to 4600. Secry. Appl. 7-1-45. No overtime 7-14-45.

ROLL CHANGE SLIP—Standard Form No. 1126b
Prescribed by Comp. Gen., U. S., December 7, 1944,
Revisions No. 102.

PREPARED BY
J
GPO 16-43578-1

AUDITED BY

H-0671-wp

ADDRESS REPLY TO

THE COMMANDANT (PCP)

REFER TO FILE:

CG-023

531

UNITED STATES COAST GUARD

WASHINGTON 25, D. C.

3 April, 1944

To: Mrs. Elizabeth S. Friedman, CG HQ, Washington, D. C.

Subj: Temporary duty; orders; travel

1. You are authorized to proceed on or about 4 April, 1944, to New York, New York, in connection with official business. Upon completion of this temporary duty, return to Washington, D. C., and resume your regular status.

2. In view of the fact that it is understood that you will be personally reimbursed for all expenses in connection with the foregoing by the Department of Justice, no travel or per diem expense chargeable to the United States Coast Guard is necessary, and none is authorized.

Carl E. Herrick
CARL E. HERRICK
By direction

Ind-1
Washington, D.C.
4 April, 1944

Received 1600 this date and place.

Elizabeth S. Friedman
E. S. FRIEDMAN

Ind-2
Washington, D.C.
11 April, 1944

DEPARTED

Washington, D.C., 1000 on 5 April
New York, N.Y., 1130 on 10 April

ARRIVED

New York, N.Y., 1350 on 5 April
Washington, D.C., 1530 on 10 April

Government transportation was not furnished.

Elizabeth S. Friedman
E. S. FRIEDMAN

Ind-3
Unit #191
11 April, 1944

Resumed duties at 0800 this date.

L. T. Jones
L. T. JONES

UNITED STATES GOVERNMENT

OFFICE OF THE ATTORNEY GENERAL
WASHINGTON, D.C.
APRIL 11, 1941

CERTIFIED TO BE A TRUE AND CORRECT COPY

To: Mr. E. S. Friedman, 1000 New York, N.Y.

Subject: Travel Expenses

E. S. FRIEDMAN

1. You are authorized to proceed on or about April 11, 1941, to New York, New York, in connection with official business. Upon completion of this business, return to Washington, D.C., and report to the Bureau.

2. In view of the fact that it is understood that you will be personally reimbursed for all expenses in connection with the foregoing, the Department of Justice, no travel or per diem expense is payable to the United States Coast Guard in connection with this trip.

WILLIAM H. HARRIS
By direction

Ind-1
Washington, D.C.
11 April, 1941

Received 1000 this date and place.

E. S. FRIEDMAN

Ind-2
Washington, D.C.
11 April, 1941

ARRIVED

DEPARTED

New York, N.Y., 1000 on 5 April
Washington, D.C., 1000 on 10 April

Washington, D.C., 1000 on 5 April
New York, N.Y., 1130 on 10 April

Government transportation was not furnished.

E. S. FRIEDMAN

Ind-3
Unit 4191
11 April, 1941

Received 0800 this date.

W. H. HARRIS

(PCP)
CG-023
531

3 April, 1944

To: Mrs. Elizabeth S. Friedman, CG HQ, Washington, D. C.

Subj: Temporary duty; orders; travel

1. You are authorized to proceed on or about 4 April, 1944, to New York, New York, in connection with official business. Upon completion of this temporary duty, return to Washington, D. C., and resume your regular status.
2. In view of the fact that it is understood that you will be personally reimbursed for all expenses in connection with the foregoing by the Department of Justice, no travel or per diem expense chargeable to the United States Coast Guard is necessary, and none is authorized.

CARL E. HERRICK
By direction

J2 *[initials]*

UNITED STATES COAST GUARD

HEADQUARTERS

WASHINGTON

MEMORANDUM

3 April 1944

To: Chief Operations Officer (via 7-5)

Subject: Request for travel orders be issued as follows:

1. It is requested that travel orders be issued as follows:

Name of traveler: **MRS. ELIZABETH S. FRIEDMAN**

Division attached to: **Communications - CG Unit No. 191**

Rank or title of traveler: **P-5**

Travel between: **Washington, D.C. and New York, N.Y. and return**

Purpose of travel: ~~Official/Coast Guard/business~~
By request of Department of Justice.

Date travel is to be performed: **4 April, 1944**

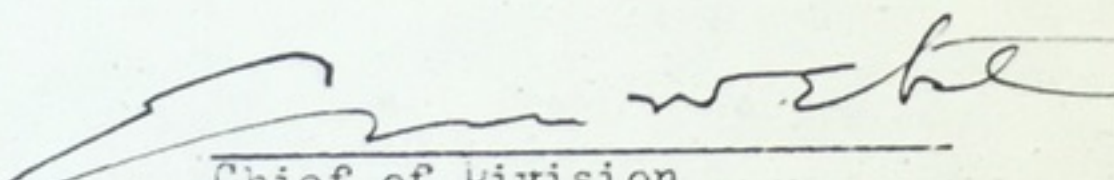
Mode of travel: **Rail**

Appropriation symbol and title chargeable:

1740900 Pay & Allowances, Coast Guard, 1944

Headquarters travel allotment Code No.: **059-20**

Estimated total cost of travel: **\$35.00**


Chief of Division


E. M. WEBSTER, Chief Communications Officer

1st Indorsement _____ 1944

From: Chief Operations Officer.

To: Chief Personnel Officer.

1. Approved.


Assistant Chief Operations Officer

Copy to Chief Clerk
7-5

Submit in duplicate

ADDRESS REPLY TO

THE COMMANDANT (OC)

REFER TO FILE: CG-800

UNITED STATES COAST GUARD

WASHINGTON 25, D. C.

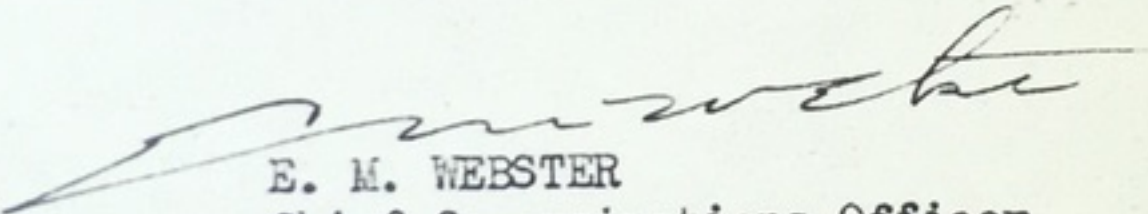
3 April, 1944

MEMORANDUM FOR CHIEF, CIVILIAN PERSONNEL DIVISION

Via: Chief Operations Officer

Subj: Mrs. Elizabeth S. FRIEDMAN, P-5, CG Unit No. 191; temporary duty, request for orders

1. It is requested that travel orders be issued for Mrs. FRIEDMAN to proceed to New York, New York, on or about 4 April, 1944, on official business. At the completion of this business, she is to return to Washington, D. C. and resume regular status.
2. Mrs. FRIEDMAN is to defray her own travel expenses subject to reimbursement by U. S. Government.



E. M. WEBSTER

Chief Communications Officer

REPORT OF EFFICIENCY RATING

REGULAR (X); INTERIM ()
PROBATIONARY—1st () 2d ()

Classification Symbols		
P	4	1218
(Service)	(Grade)	(Place)

As of 31 March, 1943 based on performance during period from 1 April, 1942 to 31 March, 1943
Friedman, Elizabeth S. Cryptanalyst U. S. Coast Guard
(Name of employee) (Title of position) (Bureau)
Office of Operations Communications Division
(Division) (Section) (Subsection or unit) (Field office)

ON LINES BELOW MARK EMPLOYEE	1. Underline the elements which are especially important in the position. 2. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in <i>italics</i> or not. 3. Before rating, become thoroughly familiar with instructions in the rating manual.	CHECK ONE: Administrative, supervisory, or planning <input checked="" type="checkbox"/> All others <input type="checkbox"/>
<input checked="" type="checkbox"/> if adequate		
<input type="checkbox"/> if weak		
<input type="checkbox"/> if outstanding		
<input type="checkbox"/> (1) Maintenance of equipment, tools, instruments.	<input checked="" type="checkbox"/> (21) <u>Effectiveness in planning broad programs.</u>	
<input type="checkbox"/> (2) Mechanical skill.	<input type="checkbox"/> (22) <u>Effectiveness in adapting the work program to broader or related programs.</u>	
<input checked="" type="checkbox"/> (3) <u>Skill in the application of techniques and procedures.</u>	<input checked="" type="checkbox"/> (23) <u>Effectiveness in devising procedures.</u>	
<input checked="" type="checkbox"/> (4) <u>Presentability of work (appropriateness of arrangement and appearance of work).</u>	<input checked="" type="checkbox"/> (24) <u>Effectiveness in laying out work and establishing standards of performance for subordinates.</u>	
<input checked="" type="checkbox"/> (5) <u>Attention to broad phases of assignments.</u>	<input checked="" type="checkbox"/> (25) <u>Effectiveness in directing, reviewing, and checking the work of subordinates.</u>	
<input checked="" type="checkbox"/> (6) <u>Attention to pertinent detail.</u>	<input checked="" type="checkbox"/> (26) <u>Effectiveness in instructing, training, and developing subordinates in the work.</u>	
<input checked="" type="checkbox"/> (7) <u>Accuracy of operations.</u>	<input checked="" type="checkbox"/> (27) <u>Effectiveness in promoting high working morale.</u>	
<input checked="" type="checkbox"/> (8) <u>Accuracy of final results.</u>	<input type="checkbox"/> (28) <u>Effectiveness in determining space, personnel, and equipment needs.</u>	
<input checked="" type="checkbox"/> (9) <u>Accuracy of judgments or decisions.</u>	<input type="checkbox"/> (29) <u>Effectiveness in setting and obtaining adherence to time limits and deadlines.</u>	
<input checked="" type="checkbox"/> (10) <u>Effectiveness in presenting ideas or facts.</u>	<input checked="" type="checkbox"/> (30) <u>Ability to make decisions.</u>	
<input checked="" type="checkbox"/> (11) <u>Industry.</u>	<input type="checkbox"/> (31) <u>Effectiveness in delegating clearly defined authority to act.</u>	
<input checked="" type="checkbox"/> (12) <u>Rate of progress on or completion of assignments.</u>		
<input checked="" type="checkbox"/> (13) <u>Amount of acceptable work produced. (Is mark based on production records? <u>No</u>)</u> (Yes or no)		
<input checked="" type="checkbox"/> (14) <u>Ability to organize his work.</u>		
<input checked="" type="checkbox"/> (15) <u>Effectiveness in meeting and dealing with others.</u>		
<input type="checkbox"/> (16) <u>Cooperativeness.</u>		
<input checked="" type="checkbox"/> (17) <u>Initiative.</u>		
<input checked="" type="checkbox"/> (18) <u>Resourcefulness.</u>		
<input checked="" type="checkbox"/> (19) <u>Dependability.</u>		
<input checked="" type="checkbox"/> (20) <u>Physical fitness for the work.</u>		

STATE ANY OTHER ELEMENTS CONSIDERED

(A) _____
(B) _____
(C) _____

STANDARD	Adjective rating	Numerical rating	Rating official	Adjective rating	Numerical rating
All underlined elements marked plus, and no element marked minus	Excellent	1	Rating official <u>E</u>	<u>E</u>	<u>1</u>
A majority of underlined elements marked plus, and no element marked minus	Very good	2 or 3			
All underlined elements marked at least with a check, and minus marks fully compensated by plus marks, or a majority of underlined elements marked at least with a check, and minus marks on underlined elements over-compensated by plus marks on underlined elements	Good	4, 5, or 6	Reviewing official _____	_____	_____
A majority of underlined elements marked at least with a check, and minus marks not fully compensated by plus marks	Fair	7 or 8			
A majority of underlined elements marked minus	Unsatisfactory	9			

On the whole, do you consider the conduct of this employee to be satisfactory? Yes (See back of form)
(Yes or no)

Rated by [Signature] 7 May 1943
(Signature of rating official) (Date)
Reviewed by _____
(Signature of reviewing official) (Date)
Rating approved by efficiency rating committee 7/10/43 Report to employee _____
(Date) (Adjective rating) (Numerical rating)

REPORT OF EFFICIENCY RATING

REGULAR (☒); INTERIM ()
PROBATIONARY—1ST () 2D ()

Classification Symbols

(Service) (Grade) (Class)

As of 31 March, 1944 based on performance during period from 16 June, 1943 to 31 March, 1944
Elizabeth S. Friedman Cryptanalyst P-5 Coast Guard
(Name of employee) (Title of position) (Bureau)

Operations
(Division)

Communications
(Section)

(Subsection or unit)

(Field office)

ON LINES BELOW MARK EMPLOYEE	1. Underline the elements which are especially important in the position. 2. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in <i>italics</i> or not. 3. Before rating, become thoroughly familiar with instructions in the rating manual.	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input type="checkbox"/>
---------------------------------	---	--

- (1) Maintenance of equipment, tools, instruments.
— (2) Mechanical skill.
+ (3) Skill in the application of techniques and procedures.
✓ (4) Presentability of work (appropriateness of arrangement and appearance of work).
+ (5) Attention to broad phases of assignments.
✓ (6) Attention to pertinent detail.
+ (7) Accuracy of operations.
+ (8) Accuracy of final results.
+ (9) Accuracy of judgments or decisions.
✓ (10) Effectiveness in presenting ideas or facts.
+ (11) Industry.
✓ (12) Rate of progress on or completion of assignments.
✓ (13) Amount of acceptable work produced. (Is mark based on production records? No)
+ (14) Ability to organize his work.
+ (15) Effectiveness in meeting and dealing with others.
+ (16) Cooperativeness.
+ (17) Initiative.
+ (18) Resourcefulness.
✓ (19) Dependability.
✓ (20) Physical fitness for the work.

- ✓ (21) Effectiveness in planning broad programs.
✓ (22) Effectiveness in adapting the work program to broader or related programs.
+ (23) Effectiveness in devising procedures.
+ (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
✓ (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
+ (26) Effectiveness in instructing, training, and developing subordinates in the work.
✓ (27) Effectiveness in promoting high working morale.
✓ (28) Effectiveness in determining space, personnel, and equipment needs.
✓ (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
+ (30) Ability to make decisions.
✓ (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

- (A) _____
— (B) _____
— (C) _____

STANDARD

Deviations must be explained on reverse side of this form

- All underlined elements marked plus, and no element marked minus
A majority of underlined elements marked plus, and no element marked minus
All underlined elements marked at least with a check, and minus marks fully compensated by plus marks, or a majority of underlined elements marked at least with a check, and minus marks on underlined elements over-compensated by plus marks on underlined elements
A majority of underlined elements marked at least with a check, and minus marks not fully compensated by plus marks
A majority of underlined elements marked minus

Adjective rating	Numerical rating
Excellent	1
Very good	2 or 3
Good	4, 5, or 6
Fair	7 or 8
Unsatisfactory	9

Rating official E 1
Reviewing official _____

On the whole, do you consider the conduct of this employee to be satisfactory? Yes (See back of form)
(Yes or no)

Rated by [Signature] Chief USCG 31 March, 1944
(Signature of rating official) (Title) (Date)

Reviewed by _____ E _____
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee _____ Report to employee E _____
(Date) (Adjective rating) (Numerical rating)

PS&M-3-etr

NAVY DEPARTMENT
WASHINGTON

March 8, 1943.

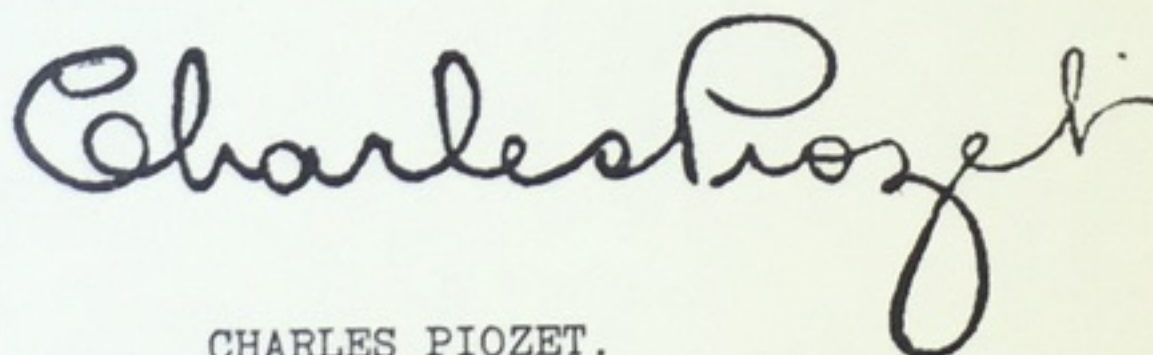
From: The Assistant Secretary of the Navy,
(Division of Personnel Supervision and Management).
To: The Commandant, U. S. Coast Guard.
Subject: Conferences for Supervisors.
Reference: (a) Astseclnav ltr PS&M-3-DD dated Sept. 11, 1942.
Enclosure: (A) Certificate of completion of conferences.

1. It is requested that enclosure (A) be forwarded to

ELIZABETH S. FREIDMAN

who has satisfactorily completed the series of supervisory conferences in accordance with the provisions of reference (a).

2. In recognition of this employee's effort to become more valuable to the Department, a copy of this letter will be filed with the personnel record.



CHARLES PIOZET.
Huk

N A V Y
UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

9

PAGE 1

TO: Date Prepared **June 16, 1943**

Name: **Friedman, Elizabeth S. (Mrs.)**

From: **U. S. Coast Guard** Bureau No. 1

Promotion (Reallocation)

Effective: **June 16, 1943**

	FROM	TO
Position	Cryptanalyst -in-Charge	Senior Cryptanalyst
Grade	P-4	P-5
Salary	\$4200 per annum	\$4600 per annum
C. S. C. No.		
Bureau or Div.	U. S. Coast Guard	U. S. Coast Guard
Organizational Subdivisions	Operations Communications (Cryptanalytic)	Operations Communications (Cryptanalytic)
Headquarters	Washington, D. C.	Washington, D. C.
Post of Duty	Washington, D. C.	Washington, D. C.
Appropriation	1730904, Sal., Off. of	1730904, Sal., Off. of
Allotment	Comdt., C.G. (Navy) 1943	Comdt., C.G. (Navy) 1943

FIELD ☐ DEPTMTL ☒

FIELD ☐ DEPTMTL ☒

Remarks:

Justification: Mrs. Friedman entered on duty in this office by transfer from the Treasury Department as an Cryptanalyst-in-Charge, P-4, \$3800 per annum on July 1, 1931, which position she occupied since that date.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY Departmental Circular #257, Revision 2 dated 4-13-43 L.H.H.	
APPROPRIATION Regular	
DATE OF BIRTH 8-26-1893	
LEGAL RESIDENCE D. C.	
SEX F	
NATURE OF POSITION	
NEW	ADDTL. IDENT.
VICE VACANCY	VICE
NAME *C.E.C. F-3-24 (1779)	
C.S.C. NO. 103963	
ACTION NO. 6-26-43	
DATE	
HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE? No	
SUBJECT TO RETIREMENT ACT? Yes	
DATE OF OATH	

Charles Proyer
BUREAU OR DIVISION PERSONNEL FILES

DATE APPROVED BY THE SECRETARY
40-10-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

13

PAGE:

June 16, 1943
June 16, 1943TO: Friedman, Elizabeth S. Date Prepared
Friedman, Elizabeth S. (Mrs.)

Name:

From: U. S. Coast Guard 1031

Bureau No.:

Effective: June 16, 1943 Promotion (Reallocation)
June 16, 1943

	FROM	TO
Position	Cryptanalyst-in-Charge	Senior Cryptanalyst
Grade	P-4	P-5
Salary	\$4200 per annum	\$4600 per annum
C. S. C. No.	U. S. Coast Guard	U. S. Coast Guard
Bureau or Div.	Operations	Operations
Organizational	Communications	Communications
Subdivisions	(Cryptanalytic)	(Cryptanalytic)
Headquarters	Washington, D. C.	Washington, D. C.
Post of Duty	Washington, D. C.	Washington, D. C.
Appropriation	1730904, Sal., Off. of	1730904, Sal., Off. of
Allotment	Comdt., C.G. (Navy) 1943	Comdt., C.G. (Navy) 1943

FIELD ☐ DEPTMTL ☐FIELD ☐ DEPTMTL ☐

Remarks:

Mrs. Friedman entered on duty in this office by
justification from the Treasury Department as an Cryptanalyst-
in-Charge, P-4, \$3800 per annum on July 1, 1931, which
position she occupied since that date.

CIVIL SERVICE OR OTHER
Departmental
Circular #257,
Revision 2
dated 4-13-43
X:KH:evr 4-13-43
X:KH:evr

APPROPRIATION

Regular

DATE OF BIRTH

8-26-1893
8-26-1893

LEGAL RESIDENCE

D. C.

SEX

F

NATURE OF POSITION

NEW

ADDTL. IDENT.

VICE VACANCY

VICE

C.S.C.

P-5-24 (1779)

P-5-24 (1779)

C.S.C. NO. 103863

ACTION NO. 6-26-43 103863

DATE 6-26-43

HAS C. S. COMM. ALLOWED

VETERAN'S PREFERENCE

No

SUBJECT TO RETIREMENT ACT?

Yes

DATE OF OATH

H. L. MORGAN, Asst. Chief,
Civilian Personnel Division.

DATE APPROVED BY THE SECRETARY

BUREAU SUSPENSE AND FILE COPY

JUL 7 1943

mfm:elc

UNITED STATES CIVIL SERVICE COMMISSION
CLASSIFICATION SHEETC.S.C. No. P-5-24Bureau No. 1779

202 Code

CHECK TO INDICATE WHETHER SHEET IS FOR—	GIVE FOLLOWING INFORMATION FOR ITEM CHECKED
New position	(Temporary or permanent)
Vice change	(Name and C.S.C. number on sheet of position into which vice)
Identical additional position	(Name and C.S.C. number on sheet of position with which identical)
Material modification of duties	* Reallocation. (Mention nature of modification)
Other change	(Explain reason for submission of sheet)

CLASSIFICATION			
	Service	Grade	Class
Recommended by Bureau	P	5	1318
Allocation by head of Department	P	5	1318 FCL
Allocation by Civil Service Commission	P	5	1318 WSP
Duration	2 War		
Emergency			
Action No.	103863		
Date	June 26, 1943		

1. Name Friedman, Elizabeth S.
(Surname) (Given name) (Initial)
2. C.S.C. number of last sheet P-4-36
for this employee
3. Employee's present basic annual salary rate \$4200
4. Allowances (deduction for Q.S.L., etc.)
(Character and value)
5. Department Navy
6. Bureau Coast Guard
7. Division Office of Operations
8. Section or unit Communications Division,
Cryptanalytic Section
9. Title of position Senior Cryptanalyst
(Usual departmental or organizational title)
10. Description of the duties and responsibilities of the position: (Describe, as objectively and concretely as possible, the duties and responsibilities of the position in question, following this order: (1) Kind and extent of supervision or direction under which the work is performed; (2) the major, regular, periodic, or more important tasks, indicating proportion of time; (3) the tasks of lesser frequency or importance, indicating proportion of time; (4) any supervisory responsibility, showing the number of employees in each grade supervised; and (5) any other facts or figures bearing upon the characteristics of the position from the standpoint of difficulty, complexity, responsibility, independence of action or decision, or any other allocation factor.)

Subject only to general direction as to administrative policy with the widest latitude for the exercise of judgment, initiative and finality of decision and the application of thorough professional knowledge and experience, incumbent performs the duties of Senior Cryptanalyst and serves as responsible civilian head of the Cryptanalytic Section of the Coast Guard.

In this capacity incumbent assists and shares in the broadest phases of the overall administration, direction and control of the Cryptanalytic Section; for serving in the capacity of advisor and consultant to the Commandant on matters pertaining to this highly specialized field of activity; for independently handling the most important and highly specialized work of the Section, including the occasional devising and constructing codes and cyphers, and breaking down, analyzing and solving extremely difficult and complex codes in Foreign languages as well as the English language and for performing other of the most difficult phases of this technical and essential activity as an expert in the science of Cryptanalysis.

For maintaining close contact with and keeping currently advised on the latest developments in the field of cryptanalysis for the purpose of utilizing and making available such progressive developments to the

EAPL OS YAM

10. Description of the duties and responsibilities of position (continued):

Coast Guard and in this connection to study, devise and initiate new or revised procedures and methods for the more efficient and expedient operation of the Section.

11. (a) For what purpose is any part of the work described above reviewed within the same organizational subdivision or unit?

(b) Give the usual organizational title of the reviewer or reviewers. **Captain E. M. Webster**

12. Give name and usual organizational title of employee's immediate supervisor **Commander L. T. Jones**

13. Give actual qualifications (education, training, experience, etc.) of employee; or, if the position is a vacancy, the qualifications necessary for the work.

EDUCATIONAL TRAINING	EXPERIENCE AND OTHER SPECIAL QUALIFICATIONS
Indicate by an "X" the highest grade or year.	
Elementary school: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8	
High school: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	
College: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 Name _____	
Technical or post graduate: Kind and extent _____	

14. Date when employee entered upon the duties and assumed the responsibilities described above _____

E. S. SHANKLE,
Classification Officer

(Signature of preparing officer)

Date **MAY 20 1943**

(Signature of reviewing officer)

T. O. ROBERTSON, Asst. Chief,
Civilian Personnel Division.

Elizabeth Smith Friedman

Experience and Special Qualifications

Note: Since the technical features of cryptography and cryptanalysis are almost entirely secret or confidential matter, any written description of achievements in this field must consist of generalizations. Technical details may be supplied, if required, by personal interview. In view of wartime necessity for secrecy, no mention can be made of current activities.

Twenty-five years practical experience in fields of governmental cryptography and cryptanalysis.

Cryptanalytic experience:

The first woman and one of the first persons in the United States to engage in cryptanalysis.

Member of original group formed at Riverbank Laboratories, Geneva, Illinois, for solution of enemy correspondence before and during the first world war; work done for War, Navy, State, Justice and Post Office Departments. (1916-1918).

Assisted in training of Army officers for code and cipher solution in the American Expeditionary Forces, first World War.

First person in United States to apply cryptanalysis to solution of smugglers' communications (1924-1927). As Consultant to Division of Foreign Control, solved hundreds of messages obtained by subpoena from Commercial communication companies (1927), which messages revealed the wide use of illicit shortwave radio to control the operations of fleets of narcotics and liquor smuggling vessels, and necessitated the development of a whole system of special technique for intercepting and monitoring the illicit communications.

Continued as Consultant to Division of Foreign Control until 1931.

Prepared, at request of Treasury Department official, documents (1931) which obtained from Congress the first appropriation for personnel to engage in solution of smugglers' codes and ciphers, which resulted in establishment of the Cryptanalytic Unit organized for benefit of all six law enforcement bureaus of the Treasury Department. Chief of Unit, 1931 to date.

Planned and organized unit and trained the personnel, since no comparable activity is known in civil occupations and all such training had to be given after employment.

As Chief of Unit, solved or directed in solving, thousands of messages in code, cipher, enciphered code, or combinations of same, in the necessity of following without break the extremely well organized activities of smuggling corporations and individuals, including their practice of frequently changing their systems (daily, weekly or monthly), in part or in entirety. During Prohibition Era this unit was the means of saving many millions of dollars to the U. S. Treasury, in liquor and narcotics smuggling, by virtue of preventing smuggled articles from landing, or if landed, by capture of same.

Expert witness in cases in Federal Court. Among others the case against members of Consolidated Exporters of Vancouver, British Columbia, New Orleans, 1934. Also expert witness before the Court of Arbitration in the I'M ALONE case wherein messages solved were the means of proving American ownership of the vessel I'M ALONE and Canada lost her claim against the United States for more than a half million dollars damage.

Solved the communications of Judah and Isaac Ezra of San Francisco (1934) in their large scale narcotics operations between China and United States in which seizure of one shipment alone amounted to two and one half million dollars.

Over period of years this Treasury Cryptanalytic Bureau followed, by means of solution of thousands of messages, the activities of the Canadian Corporations engaged in smuggling liquor into the United States, these voluminous communications being the principal evidence used in the claims of the United States Government against said corporations after repeal of Prohibition in both civil and criminal suits; among others, civil suit against Consolidated Exporters Corporation of British Columbia for 17 million dollars, and against United Distillers Corporation of Montreal for 5 million dollars.

In 1937-1938 loaned by Treasury Department to the Canadian Government as consultant in the Gordon Lim case; solved numerous messages in Chinese enciphered code; assisted in concluding case, which Canadian Government has pursued for 15 years.

Assisted, by means of cryptanalytic operations, the work of Division of Foreign Funds, Treasury Department.

Cryptographic Experience:

Employed by Signal Corps to assist in revising Army Codes and ciphers (1920-1921).

Employed by Navy Department to compile and revise Navy Codes (1923).

For 10 years (1931-1941) supervised the development, construction and preparation of all cryptographic systems for the Treasury Department, and the Secretary of the Treasury ("Special Purpose" systems), as well as the specialized service systems for the U. S. Coast Guard, including all code books, devices, and cryptographic aids of whatever nature. In development of a certain cryptographic device, devised one feature which was later adopted by both Army and Navy.

Trained commissioned and other personnel of U. S. Coast Guard engaged in coding duty in proper use of cryptographic systems.

Served as consultant and assisted in the preparation of service manuals and regulations in the maintenance of cryptographic security of Coast Guard and Treasury.

Consultant for all Treasury agencies in the preparation and use of cryptographic aids.

Personally devised and conducted cryptographic systems for conduct of foreign exchange operations of the Exchange Stabilization Board.

Detailed by Secretary of Treasury (at the personal request of Colonel Donovan) as consultant to establish and organize the cryptographic unit and message center of the Office of Coordinator of Information.

Selected for inclusion in first WHO'S WHO of AMERICAN WOMEN (published by Durward Howes, 1935). Entries in various other publications of similar nature.

Granted honorary degree of Doctor of Laws by Hillsdale College, 1938, for distinguished service to U. S. Government.

(PCP)
CG-023

5 July, 1943

MEMORANDUM FOR CHIEF FINANCE AND SUPPLY OFFICER

It is requested that additional funds be provided for the reallocation of the following positions payable from the appropriation "Salaries, Office of the Commandant":

Position No.

1031 Friedman, Elizabeth S., in the Office of Operations, Communications Division, Cryptanalytic Section, from Cryptanalyst, P-4, \$4200 per annum to Senior Cryptanalyst, P-5, \$4600 per annum. Additional expenditure \$400 per annum.

[REDACTED] in the Office of Engineering, Naval Engineering Division, from Junior Clerk-Typist, CAF-2, \$1440 per annum to Assistant Clerk-Typist, CAF-3, \$1620 per annum. Additional expenditure \$180 per annum.

CARL E. HERRICK
Chief, Civilian Personnel Division

Ind-1

8 July, 1943

To: Chief Personnel Officer.

Forwarded, approved.

E. C. NUSSEAR
By direction

2 March, 1943.

Mr. G. F. Allen,
Chief Disbursing Officer,
Treasury Department,
Washington, D. C.

Sir:

There is transmitted herewith completed Power of Attorney executed by Mrs. Elizabeth S. Friedman an employee of the Coast Guard, for your records. As you are aware her salary is payable from the appropriation "Salaries, Office of Commandant, U. S. Coast Guard 1730904".

Very truly yours,

T. O. ROBERTSON, Assistant Chief,
Civilian Personnel Section.

U. S. COAST GUARD (S)

MAILED MAR 2-1943

POWER OF ATTORNEY BY INDIVIDUAL FOR THE COLLECTION OF CHECKS DRAWN ON
THE TREASURER OF THE UNITED STATES

Know all Men by these Presents:

That the undersigned, ELIZABETH S(MITH) FRIEDMAN, of
U. S. COAST GUARD HEADQUARTERS
or 3932 MILITARY ROAD, NW, does hereby appoint THE NATIONAL
(Post-office address)
SAVINGS AND TRUST COMPANY, of 15th and NEW YORK AVE. NW, WASHINGTON,
(Post-office address) D.C.
as his attorney to receive, endorse, and collect checks payable to the order of the undersigned, drawn on
the Treasurer of the United States, for ~~XXXXXX~~ DEPOSIT IN ACCOUNT NO. 125285-
for salary checks

(See footnote)

and to give full discharge for same, granting to said attorney full power of substitution and revocation,
hereby ratifying and confirming all that said attorney, or his substitute, shall lawfully do or cause to be
done by virtue hereof.

WITNESS the signature and seal of the undersigned, this second day
of MARCH, 1943

Elizabeth S. Friedman
(Signature of grantor)

Personally appeared before me the above-named Elizabeth S. Friedman
known or proved to me to be the same person who executed the foregoing instrument, and acknowledged
to me that he executed the same as his free act and deed.

WITNESS my signature, official designation, and seal.

[IMPRESS SEAL HERE]

Washington,

Dated at D.C., this 2d day of March, 1943

My commission expires February 15, 1944.

C. P. Clark
(Signature of attesting officer)
Notary Public
(Official designation)

IMPORTANT.—Do not execute this instrument without first reading the instructions on the reverse side hereof. Exact
compliance with these instructions will avoid complications.

NOTE.—If desired, the words "whatever account" may be stricken out and the space used to insert a description of the particular check or checks
involved.



HEADQUARTERS

ADDRESS THE COMMANDANT, U. S. COAST GUARD
AND REFER TO No. CM-023

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

WASHINGTON

19 August, 1940.

MEMORANDUM FOR CHIEF, CIVILIAN PERSONNEL:

In July I made a request to the Personnel Section that I be permitted to copy from my personnel record certain dates and facts in connection with my government service in different departments for inclusion in the form requested by the Civil Service Commission at that time. To my amazement I observed a typed notation on my record card to the effect that "Mrs. Friedman has never been an employee of the Signal Corps but worked for her husband who was employed to construct codes for the Army."

Since I was employed on a contract basis under what is known as "contract for services," I was not, it is true, a Civil Service employee of the Signal Corps. But that I held contracts for services with the Signal Corps — and not with my husband — may be proved.

There is enclosed herewith a copy of a letter dated November, 1920, requesting the placement with me of the first of these contracts for services. Contracts were placed with me from time to time during 1921, the list of which follows:

- No. 101165 dated December 6, 1920
- No. 101166 dated December 6, 1920
- No. 101303 dated February 28, 1921
- No. 101567 dated July 7, 1921
- No. 101571 dated July 26, 1921
- No. 101572 dated July 27, 1921
- No. 101573 dated July 27, 1921
- No. 101581 dated August 1, 1921

My services in connection with code construction for the Army were completed in December, 1921. It is desired to point out that all work for the Signal Corps was done in Signal Corps quarters, with supplies, stenographic and clerical aid furnished by the Signal Corps, and that all printing and binding was done by the usual government medium, the Government Printing Office. Therefore my contracts with the Signal Corps were distinctly contracts for services and I was not a contractor with the Federal Government in the commercial sense of the term.

It is requested that this letter and enclosure be inserted in my personnel record, and that the erroneous statement now appearing on my record card be removed.

Elizabeth S. Friedman
ELIZABETH S. FRIEDMAN.

jom:ho

WAR DEPARTMENT
Office of the Chief Signal Officer
Washington

30 November, 1920.

Major J. O. Mauborgne	Engineering and Research	Executive
Captain Albro	Executive	Requirements

Order for Services of Mrs. W. F. Friedman:

1. It is requested that immediate steps be taken to place an order with Mrs. W. F. Friedman, Easton and [REDACTED] Illinois, for

"services in connection with the reconstruction and revision of a confidential staff code and the construction of three field codes, constructed in accordance with general specifications communicated confidentially by the Chief of the Engineering and Research Division, under the following provisions: Preparation of the manuscripts of the codes; and all necessary proof reading after the manuscripts have been set up in type - for the job \$900.00."

2. In this connection partial payments are to be made as various parts of the problem are considered finished.

3. Inasmuch as this is a matter of urgency, it is requested that the placing of the order be expedited as much as possible.

J. O. Mauborgne,
Engineering and Research Division
Executive

C
O
P
Y

UNITED STATES CIVIL SERVICE COMMISSION
CLASSIFICATION SHEETC.S.C. No. P-4-36
Bureau No. 1516
Code 202

CHECK TO INDICATE WHETHER SHEET IS FOR—	GIVE FOLLOWING INFORMATION FOR ITEM CHECKED
New position	(Temporary or permanent)
Vice change	(Name and C.S.C. number on sheet of position into which viced)
Identical additional position	(Name and C.S.C. number on sheet of position with which identical)
Material modification of duties <input checked="" type="checkbox"/>	(Mention nature of modification)
Other change	<i>New Description of Duties</i> (Explain reason for submission of sheet)

CLASSIFICATION				
	Service	Grade	Class	Initials
Recommended by Bureau	P	5	1318	TOR
Allocation by head of Department	P	5	1318	FCL
Allocation by Civil Service Commission	P	4	1318	ERW
Action No. <u>91693</u>				
Date <u>Nov. 16, 1942</u>				

1. Name Friedman, Elizabeth S. (Surname) (Given name) (Initial)
2. C.S.C. number of last sheet P-4-7 for this employee
3. Employee's present basic annual salary rate \$4600
4. Allowances (deduction for Q.S.L., etc.) _____ (Character and value)
5. Department Navy
6. Bureau Coast Guard
7. Division Operations
8. Section or unit Communications (Cryptanalytic Unit)
9. Title of position Senior Cryptanalyst (Usual departmental or organizational title)
10. Description of the duties and responsibilities of the position: (Describe, as objectively and concretely as possible, the duties and responsibilities of the position in question, following this order: (1) Kind and extent of supervision or direction under which the work is performed; (2) the major, regular, periodic, or more important tasks, indicating proportion of time; (3) the tasks of lesser frequency or importance, indicating proportion of time; (4) any supervisory responsibility, showing the number of employees in each grade supervised; and (5) any other facts or figures bearing upon the characteristics of the position from the standpoint of difficulty, complexity, responsibility, independence of action or decision, or any other allocation factor.)

Under general administrative direction with wide latitude for the exercise of independent judgment and unreviewed action, to perform the duties of Senior Cryptanalyst, requiring extensive cryptanalytic training and experience.

To serve as the civilian head of the Cryptanalytic Unit and professional consultant to the Commandant in connection with the cryptanalytic work of the Coast Guard.

To independently devise and construct new systems of codes and cyphers for use by the Coast Guard and to solve extremely complex codes and cyphers in English and foreign languages.

To train and instruct personnel in cryptographic and cryptanalytic work, with complete responsibility for results.

10. Description of the duties and responsibilities of the position (continued):

11. (a) For what purpose is any part of the work described above reviewed within the same organizational subdivision or unit?

For policy.

(b) Give the usual organizational title of the reviewer or reviewers. **Captain E. M. Webster, Chief Communications Officer**

12. Give name and usual organizational title of employee's immediate supervisor **Captain E. M. Webster, Chief Communications Officer**

13. Give actual qualifications (education, training, experience, etc.) of employee; or, if the position is a vacancy, the qualifications necessary for the work.

EDUCATIONAL TRAINING

EXPERIENCE AND OTHER SPECIAL QUALIFICATIONS

Indicate by an "X" the highest grade or year.

Elementary school: ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8

High school: ☐ 1 ☐ 2 ☐ 3 ☐ 4

College: ☐ 1 ☐ 2 ☐ 3 ☐ 4 Name _____

Technical or post graduate: Kind and extent _____

14. Date when employee entered upon the duties and assumed the responsibilities described above _____

E. S. SHANKLE, Acting
Classification Officer

Date **4 September, 1942**

(Signature of reviewing officer)

T. O. ROBERTSON, Chief
Civilian Personnel Officer

NAVY
UNITED STATES ~~TREASURY~~ DEPARTMENT
WASHINGTON, D. C.

2

PAGE:

TO: U. S. CIVIL SERVICE COMMISSION—
WASHINGTON, D. C.Date 27 November, 1942Name: Friedman, Elizabeth S.From: U. S. Coast Guard

Bureau No.:

Authority is respectfully requested to ~~reallocate~~ Reallocation of Position as indicated below:

Effective:

	FROM	TO	CIVIL SERVICE OR OTHER LEGAL AUTHORITY	
Position	Cryptanalyst	Cryptanalyst	APPROPRIATION	
Grade	P-4	P-4	DATE OF BIRTH	
Salary	\$4200	\$4200	LEGAL RESIDENCE	
Bureau or Div.	U. S. Coast Guard	U. S. Coast Guard	SEX	
Organizational	Operations	Operations	NATURE OF POSITION	
Subdivisions	Communications (Cryptanalytic Unit)	Communications (Cryptanalytic Unit)	NEW	ADDTL. IDENT.
Headquarters	Washington, D. C.	Washington, D. C.	VICE VACANCY	
Post of Duty	1730904 Sal. Off of	1730904 Sal. Off of	VICE	
Appropriation	Comdt., C.G. (Navy) 1943	Comdt., C.G. (Navy) 1943	HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE?	
Allotment			SUBJECT TO RETIREMENT ACT?	
FIELD <input type="checkbox"/> DEPTMTL <input checked="" type="checkbox"/>			DATE OF OATH	
<p>Remarks: The recommendation recently submitted by the Coast Guard for the reallocation of your position from Cryptanalyst, P-4, to Senior Cryptanalyst, P-5, was denied by the Civil Service Commission on 16 November, 1942. If in your judgment a higher allocation is in order it will be necessary for you to follow the appeal procedure. The Civilian Personnel Section will be glad to make available the forms to be used for this purpose.</p>				
Justification:				

Very truly yours,

T. O. ROBERTSON, Chief
Civilian Personnel Section

Director of Personnel

NAVY
XXXXXXX

CIVIL SERVICE COMMISSION — REQUEST FOR AUTHORITY

TO:

Date Prepared **1 October, 1942.**

Name:

Friedman, Elizabeth S. (Mrs.)

From:

U. S. Coast Guard

Bureau No.:

Within-grade Salary Promotion**1 October, 1942**

Effective:

	FROM	TO	CIVIL SERVICE OR OTHER LEGAL AUTHORITY
Position	Cryptanalyst-in-Charge	Cryptanalyst-in-Charge	Regular
Grade	P-4	P-4	
Salary	\$4,000 per annum	\$4,200 per annum	DATE OF BIRTH 2-25-93
Bureau or Div.	U. S. Coast Guard	U. S. Coast Guard	LEGAL RESIDENCE D. C.
Organizational	Communications	Communications	SEX
Subdivisions	Cryptanalytic	Cryptanalytic	NATURE OF POSITION
Headquarters	Washington, D. C.	Washington, D. C.	NEW ADDTL. IDENT.
Post of Duty	Washington, D. C.	Washington, D. C.	VICE VACANCY VICE
Appropriation	1730904, Sal., Off. of Coast.	1730904, Sal., Off. of Coast.	HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE?
Allotment	U. S. C. G. (Navy), 1943.	U. S. C. G. (Navy), 1943.	SUBJECT TO RETIREMENT ACT?
	FIELD <input type="checkbox"/> DEPRMTL <input checked="" type="checkbox"/>	FIELD <input type="checkbox"/> DEPRMTL <input checked="" type="checkbox"/>	DATE OF OATH
Remarks:			
You are hereby granted a one-step within-grade salary increase.			
Justification:			
Mrs. Friedman was last promoted February 1, 1940 in the amount of \$100. Her service and conduct are satisfactory. The position occupied by this employee is not temporary. Her current efficiency rating is Excellent - 1.			

**T. O. ROBERTSON, Chief,
Civilian Personnel Section.**

DATE APPROVED BY THE SECRETARY

OCT 3 1942

BUREAU SUSPENSE AND FILE COPY

S. A. EK

20 December, 1941.

From: Chief, Civilian Personnel Section.
To : Mrs. Elizabeth S. Friedman, present.
Subject: Temporary assignment.
Reference: (a) Letter 19 December, 1941 (PS&M-5a-rar) from the
Assistant Secretary of the Navy to Chief, Civilian
Personnel Section, U. S. Coast Guard.

1. In compliance with reference (a), effective 20 December, 1941, you are detailed to the Office of the Coordinator of Information until further notice.

T. O. ROBERTSON

Copy:
The Assistant Secretary of the Navy.
Honorable Herbert E. Gaston, Assistant Secretary of the Treasury.

L7

NAVY DEPARTMENT
WASHINGTON

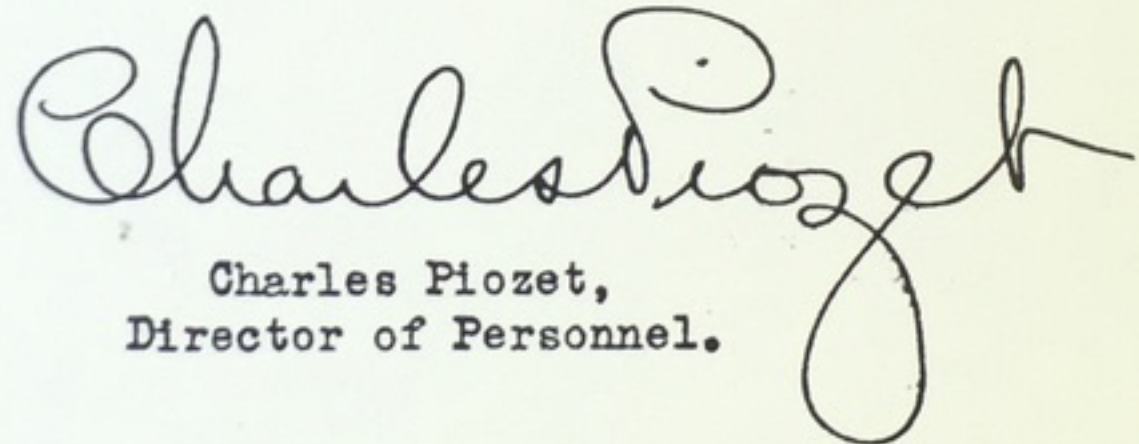
PS&M-5a-rmr

December 19, 1941.

From: The Assistant Secretary of the Navy (By direction)
To: The Chief, Civilian Personnel Section,
U. S. Coast Guard.

Subject: Detail of Mrs. Elizabeth S. Friedman, Cryptanalyst,
P-4, U. S. Coast Guard, to the Office of the
Coordinator of Information.

1. Effective December 20, 1941, Mrs. Elizabeth S. Friedman, Cryptanalyst, P-4, U. S. Coast Guard, Navy Department, is hereby detailed to the Office of the Coordinator of Information until further notice.


Charles Piozet,
Director of Personnel.

C:SO



HEADQUARTERS

*Del: amount
Address the line*

ADDRESS THE COMMANDANT, U. S. COAST GUARD
AND REFER TO NO.

UNITED STATES COAST GUARD
WASHINGTON

19 December, 1941.

Memorandum to Captain Farley:

At 12:30 p.m. T. M. ^{ROBERTSON} Robinson, Chief Civilian Personnel, called and said that the Coordinator of National Defense had requested the Navy Department to loan Mrs Freidman to that office for temporary duty. The Secretary of the Navy has approved and the Navy desires to know when she can be made available.

I informed Mr. Robinson that you were out to lunch and would return in about one hour. He said the Navy was awaiting a telephone reply but I felt that you should be consulted before any reply was given.

R. W. F.
R. W. F.

*This is ok. She may be
made available at once.*

E. J. C.

FOR DEFENSE



TREASURY DEPARTMENT
United States Coast Guard
Washington

CP-023

23 June, 1941.

From: Chief Personnel Officer.
To: Headquarters' Civilian Personnel.

Subject: Affidavit required by law.

Reference: (a) Section 305, "Treasury and Post Office Departments,
the Appropriation Act 1942".

1. Treasury Appropriation Act, 1942, provides, in Section 305 that "No part of any appropriation contained in this Act shall be used to pay the salary or wages of any person who advocates, or who is a member of an organization that advocates, the overthrow of the Government of the United States by force or violence: Provided, That for the purposes hereof an affidavit shall be considered prima facie evidence that the person making the affidavit does not advocate, and is not a member of an organization that advocates, the overthrow of the Government of the United States by force or violence: Provided further, That any person who advocates, or who is a member of an organization that advocates, the overthrow of the Government of the United States by force or violence and accepts employment the salary or wages for which are paid from any appropriation contained in this Act, shall be guilty of a felony, and, upon conviction, shall be fined not more than \$1,000 or imprisoned for not more than one year, or both: Provided further, That the above penalty clause shall be in addition to, and not in substitution for, any other provisions of existing law." The Hatch Act, 2 August, 1939, provides in Section 9A that "It shall be unlawful for any person employed in any capacity by any agency of the Federal Government, whose compensation or any part thereof is paid from funds authorized or appropriated by any act of Congress to have membership in any political party or organization which advocates the overthrow of our constitutional form of Government in the United States" and "any person violating the provisions of this section shall be immediately removed from the position or office held by him, and thereafter no part of the funds appropriated by any act of Congress for such position or office shall be used to pay the compensation of such person".

2. There is given below an affidavit to be executed in compliance with the foregoing provisions of law, before a notary public, and said completed affidavit shall be delivered to Headquarters' Civilian Personnel Section before 1 July, 1941, in order that salary payments for the first period of July, and thereafter, may be made to you. There are three notaries public in the Liberty Loan Building, i.e. Mr. E. F. Clark, Room 462, Dr. C. P. Clark, Room 432, and Mr. M. E. Guilbault, Room 350.

C. H. Jones
C. H. JONES.

AFFIDAVIT

"I *Elizabeth S. Friedman* solemnly swear or affirm that I have read and understand the foregoing; that I do not advocate the overthrow of the Government of the United States by force or violence; that I am not a member of any organization

cal party or organization that advocates the overthrow of the Government of the United States by force or violence; and that during such time as I am an employee of the Federal Government, I will not advocate nor become a member of any political party or organization that advocates the overthrow of the Government of the United States by force or violence."

Eliza Beth S. Friedman
Signature

Appeared before me this 24th day of June, 1941, *Eliza S. Friedman* personally known to me, and who subscribed that the above affidavit was executed as his (or her) own free will and act.

E. V. Clark
NOTARY PUBLIC



HEADQUARTERS

ADDRESS THE COMMANDANT, U. S. COAST GUARD
AND REFER TO No. CP-023

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

WASHINGTON

17 September, 1940.

MEMORANDUM TO Chief Personnel Officer

Receipt is hereby acknowledged of one copy of Treasury Department Time and Leave Regulations, Departmental Service, as set forth in Departmental Circular No. 187¹, dated June 17, 1940.

I understand that I am to familiarize myself with these Regulations and be governed accordingly.

DATE

9/20/1940

SIGNATURE

J S Friedman

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

9

PAGE:

PERSONNEL

29 January, 1940

ACTION

Friedman, Mrs. Elizabeth S.

Date Prepared:

Name:

U. S. Coast Guard

From:

Nature of Action:

Promotion

	FROM	TO
Position	Cryptanalyst-in-Charge	Cryptanalyst-in-Charge
Grade	P-4	P-4
Salary	\$3,800 per annum	\$4,000 per annum
Bureau	U. S. Coast Guard	U. S. Coast Guard
Office		
Unit	Communications	Communications
Division		
Section	Cryptanalytic	Cryptanalytic
Sub-Section	Washington, D. C.	Washington, D. C.
Headquarters	Washington, D. C.	Washington, D. C.
Post of Duty	Sal. Off. of Comdt., USCG, 1940	Sal., Off. of Comdt., USCG, 1940
Appropriation	(CASE ROLL 1)	(CASE ROLL 1)
Allotment		

EFFECTIVE:

1 February, 1940

FIELD ☐ DEPTMTL ☐FIELD ☐ DEPTMTL ☐

Remarks:

BUREAU OR DIVISION NO.

6-26-21
DATE OF BIRTH:D. C.
LEGAL RESIDENCE:No
VETERAN'S REFERENCENATURE OF POSITION
NEW:

ADDITIONAL IDENTICAL

VICE VACANCY:

VICE:

CIVIL SERVICE AUTHORITY:

DATE OF EFFECT:

SUBJECT TO PROMOTION ACT:

Justification:

Most entitled to promotion by reason of efficiency rating
and length of service.

DATE APPROVED

DATE

BUREAU OR DIVISION PERSONNEL FILES

UNITED STATES CIVIL SERVICE COMMISSION CLASSIFICATION SHEET

C.S.C. No. _____
Bureau No. 252
Code _____

CHECK TO INDICATE WHETHER SHEET IS FOR—		GIVE FOLLOWING INFORMATION FOR ITEM CHECKED
New position	<input checked="" type="checkbox"/>	See Bu. Sheet No. 202, PCB No. P-4-6 New Position (Temporary or permanent)
Vice change	<input type="checkbox"/>	(Name and C.S.C. number on sheet of position into which viced)
Identical additional position	<input type="checkbox"/>	(Name and C.S.C. number on sheet of position with which identical)
Material modification of duties	<input type="checkbox"/>	(Mention nature of modification)
Other change	<input type="checkbox"/>	(Explain reason for submission of sheet)

CLASSIFICATION				
	Service	Grade	Class	Letter
Recommended by Bureau	P	4	1	
Allocation by head of Department				
Allocation by Civil Service Commission	P	4		
Action No. _____				
Date _____				

1. Name Friedman, Elizabeth S.
(Surname) (Given name) (Initial)
2. C.S.C. number of last sheet _____ for this employee
3. Employee's present basic annual salary rate \$4000
4. Allowances (deduction for Q.S.L., etc.) _____ (Character and value)
5. Department NAVY Treasury
6. Bureau Coast Guard
7. Division Operations
8. Section or unit COMMUNICATIONS Intelligence-Cryptanalytic Unit.

Title of position Cryptanalyst in Charge
(Usual departmental or organizational title)

10. Description of the duties and responsibilities of the position: (Describe, as objectively and concretely as possible, the duties and responsibilities of the position in question, following this order: (1) Kind and extent of supervision or direction under which the work is performed; (2) the major, regular, periodic, or more important tasks, indicating proportion of time; (3) the tasks of lesser frequency or importance, indicating proportion of time; (4) any supervisory responsibility, showing the number of employees in each grade supervised; and (5) any other facts or figures bearing upon the characteristics of the position from the standpoint of difficulty, complexity, responsibility, independence of action or decision, or any other allocation factor.)

Performs difficult and responsible work requiring considerable cryptanalytic training and experience; exercises independent judgment; trains and instructs personnel for a definite training period, and administers a small unit organized for the purpose of cryptanalytic work.

10. Description of the duties and responsibilities of the position (continued)

11. (a) For what purpose is any part of the work described above reviewed within the same organizational subdivision or unit?

(b) Give the usual organizational title of the reviewer or reviewers.

12. Give name and usual organizational title of employee's immediate supervisor.

13. Give actual qualifications (education, training, experience, etc.) of employee; or, if the position is a vacancy, the qualifications necessary for the work.

EDUCATIONAL TRAINING	EXPERIENCE AND OTHER SPECIAL QUALIFICATIONS
Indicate by an "X" the highest grade or year.	1 year., Principal of High School
Elementary school: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input checked="" type="checkbox"/> 8	10 years prior experience as follows:-
High school: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4	Investigator of literary ciphers.
College: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 Name _____	Cryptanalytic work during World War.
Hilldale College, Hillsdale, Mich.	Research and preparation of book upon
Technical or post graduate: Kind and extent _____	history of alphabet and written language.
Wooster College, Wooster, O.	Construction of codes and ciphers, U.S. and
American University (Graduate School)	NAVY
Washington, D. C.	Solution of smugglers' communications.
L.D. (Hon.) HILLDALE COLLEGE, 1938	Prohibition and Customs Service.

14. Date when employee entered upon the duties and assumed the responsibilities described above

(Signature of preparing officer)

Date 16 July, 1941

(Signature of reviewing officer)

9 May, 1939.

Mrs. Elizabeth S. Friedman,
Coast Guard Headquarters,
Treasury Department,
Washington, D. C.

My dear Mrs. Friedman:

Mr. Elmer L. Irey, Coordinator, Treasury Agency Services, has furnished Admiral Waesche with a copy of the report of the Bureau of Narcotics concerning their important case for the month of January, 1939, a copy of which report is forwarded herewith for your information.

Mr. Irey has called attention to the penultimate paragraph of the report in which comment is made on the valuable work done in connection with this case by you in decoding certain cable messages.

I am pleased to receive this testimonial of your ability and to note your valuable contribution to the successful culmination of this case.

Very truly yours,

L. C. COVELL,
Captain, U. S. Coast Guard,
Acting Commandant.

One inclosure.

FEP:IJW

C
O
P
Y

CHING CHUN HEE, et al.
Honolulu, T. H.

U. S. BUREAU OF NARCOTICS

Important case, Month of January, 1939.

In September, 1928, in one of the largest narcotic seizures ever made in this country, there were confiscated at Honolulu, T. H., 3-338 - 5-tael tins of smoking opium found concealed by Customs officers in a freight shipment from Hong Kong consigned to Honolulu and labeled as dried fruits, vegetables and brown sugar. In connection with this seizure, four (4) persons were indicted, one of them being Ching Chun Hee, a member of the firm to whom the drugs had been consigned. At the trial on certain of the indictments all the defendants were acquitted. Ching Chun Hee and certain accomplices were later convicted at another trial on other indictments but the judgment was reversed in the Circuit Court. Finally, in December, 1935, Ching Chun Hee changed his plea to guilty and was sentenced to two (2) years imprisonment but sentence was suspended and he was placed on probation for five (5) years.

In August, 1938, Ching Chun Hee approached Narcotic Agent Gon Sam Mue in Honolulu, T. H., with a proposal to bribe Agent Gon to assist him in the importing of narcotic drugs stating that because of the acute shortage of drugs in the Hawaiian Islands, much money could now be made in the illicit narcotics traffic.

Narcotic Agent Gon pretended to acquiesce in the proposal, and with personnel of the Alcohol Tax Unit, Bureau of Customs and

the Bureau of Narcotics, acting in concert, corroboration was obtained of small preliminary payments as bribes to Agent Gon and of much incriminating conversation.

Finally, Ching Chun Hee indicated that there were 80 - 5-tael tins of opium aboard the steamer Empress of Japan, scheduled to arrive at Honolulu from Hong Kong on November 24, 1938. Ching Chun Hee advised Narcotic Agent Gon that when this opium was landed he expected to sell it for at least \$300.00 per 5-tael tin and that if Agent Gon would assist him in removing the opium from the ship, his share in the undertaking would be \$100.00 per 5-tael tin or a total of \$8,000.00.

Pretending to fall in with this scheme, Agent Gon boarded the Empress of Japan on November 24, 1938, for the seeming purpose of assisting Ching Chun Hee in removing the opium therefrom but was informed by Ching Chun Hee that the person in charge of the opium on the vessel had found it impossible to extricate it from its place of concealment. Later, on December 15, 1938, Agent Gon Sam Mue was again advised by Ching Chun Hee that there were 80 - 5-tael tins of smoking opium on the Empress of Japan arriving from Vancouver on her return trip to the Orient. Agent Gon boarded the ship, the drugs were delivered to him, then seized and Ching Chun Hee, Wong Yim and Sin Muk were arrested and subsequently indicted. The suspension of the sentence of two (2) years, imposed on Ching Chun Hee in connection with the 1928 violation, was revoked. In addition thereto, upon his plea of nolo contendere in the present

case, he was sentenced on January 17, 1939, to seven (7) years imprisonment and was fined \$2500.00. Wong Yim stood trial, was convicted and was sentenced to serve ten (10) years in prison and to pay a fine of \$500.00. The other defendant, Sin Muk, testified for the Government and received sentences totaling twenty-two (22) months in jail. At the time of his arrest \$2,078.00 had been seized from Ching Chun Hee and the court ordered this turned over to the U. S. Marshal to be applied on the \$2500.00 fine imposed on him.

From correspondence and other papers seized at the time of Ching Chun Hee's arrest, it appeared that the opium seized might have been supplied in Hong Kong from the same sources that furnished the smoking opium seized in the 1928 case. In this connection the co-operation of the cryptanalyst of the Coast Guard in decoding certain cabled messages passing between Ching Chun Hee at Honolulu and Hong Kong was most valuable.

The Treasury representative at Hong Kong and the British authorities have been fully informed of all developments in this investigation and it is hoped that the active inquiry now being made in Hong Kong will result in the apprehension and prosecution there of the persons responsible for supplying the opium.

15 October, 1938.

From: Commandant.
To: Mrs. Elizabeth Smith Friedman, Present.
Subject: Appreciation.

1. My attention has been called to the time and industry you devoted to the prosecution of certain work of an unusual nature during the period September 26 to October 1, 1938.

2. It appears that in addition to your regular hours of duty you performed many hours of extra work.

3. I appreciate your untiring devotion to duty and thank you for your valuable contribution toward the success of the mission to which you were assigned.

4. A copy of this letter will be filed with your record.

R. R. WAESCHE.

5 July, 1938.

General Accounting Office,
Washington, D. C.

Sirs:

Reference is made to attached "Notice of Exception" on vouchers submitted by Elizabeth S. Friedman, in connection with travel performed by her in pursuance to orders dated 16 October, 1937, by commercial aircraft, and the following is submitted in explanation therefor.

After office hours on Friday, 15 October, 1937, the Customs Bureau in this city received a long distance telephone call from its Seattle, Washington office, requesting that arrangements be effected to have Mrs. Elizabeth S. Friedman, of the Coast Guard, present on Monday, 18 October, 1937, as it was vital that she testify at the trial of Gordon Lim, who had been charged with the smuggling of narcotics, and whose trial was to be held in Vancouver, B.C. that date. Mrs. Friedman is nationally known as an expert on cryptanalytic matters, and her testimony was deemed necessary to the conviction of the defendant. It will be readily understood that it is essential that the Canadian and United States Customs authorities cooperate to the fullest extent, if the smuggling of contraband into the United States is to be prevented, and such cooperation has been carried on over a period of years.

As Coast Guard Headquarters was closed when the long distance call above referred to was received by the Customs Bureau in this city, it was impracticable for the Coast Guard to issue travel orders to Mrs. Friedman that date, and the orders were accordingly written on 16 October, 1937. In view of the fact that it was impossible for her to reach her destination by railroad travel, it was accordingly necessary that she be given authorization to travel by commercial aircraft. In view of the foregoing, it is requested that the amount in question, i.e., \$30.79, be allowed.

Very truly yours,

R. R. WAESCHE,
Rear Admiral, U. S. Coast Guard,
Commandant.

Imp 10 R. R. Waesche

8 February, 1938.

FILE

W. H.

Baltimore & Ohio Railroad Co.,

Baltimore, Maryland.

Mrs. Friedman

Sirs:

There is transmitted herewith for redemption unused portion of Ticket No. 90028 with attached Coupons Nos. 8505 reading for travel from Seattle, Washington, to Washington, D.C., via Chicago, Illinois, Detroit, Michigan, and Toledo, Ohio. The inclosed ticket was issued by your company to Mrs. Elizabeth S. Friedman in exchange for Government Transportation Request No. T-1,028,172 on 12 January, 1938. The transportation request reads for transportation from Washington, D.C. to Seattle, Washington and return but was used by the traveler from Washington, D.C. to Seattle, Washington, only.

You are requested to submit bill covering transportation charges on Transportation Request No. T-1,028,172 to this office allowing credit for the inclosed unused portion of round trip ticket. If bill is not submitted by your office within the next week, it is requested that you inform this office of the charges which will be billed by your company for the journey from Washington, D.C. to Seattle, Washington.

By direction of the Commandant.

Very truly yours,

W. H. WKB3,
Chief, Audit and Payroll Section,
Division of Finance.

One Inclosure.

J. S. COAST GUARD)

023

OFFICIAL DISPATCH

TRANSMIT

DATE 25 MAR 38
FROM

COAST GUARD HEADQUARTERS

TO (FOR ACTION)

SEATTLE DIV

UNLESS DESIGNATED OTHERWISE TRANSMIT THIS DISPATCH AS NITE.

TO (FOR INFORMATION)

CODE

CIPHER

ACKNOWLEDGE

PRIORITY

ROUTINE

ACKNOWLEDGE

PRIORITY

ROUTINE

MAIL TO

TELEPHONE TO

MESSENGER TO

OUTGOING HEADING

CG43 LN M NPG T Z QUAW V QUAH GR

TEXT

7025 MRS ELIZABETH SMITH FRIEDMAN ARRIVED WASHINGTON DC 1700

TODAY FRIDAY 2036

TOD 2036 NAVY # 43 LN

OPERATOR'S RECORD.

OFFICIAL BUSINESS.

INITIALS OF "RELEASING" OFFICER.

Hobbs

8 February, 1938.

Baltimore & Ohio Railroad Co.,

Baltimore, Maryland.

FILE
W. H.

Sirs:

There is transmitted herewith for redemption unused portion of Ticket No. 90028 with attached Coupons Nos. 8505 reading for travel from Seattle, Washington, to Washington, D.C., via Chicago, Illinois, Detroit, Michigan, and Toledo, Ohio. The inclosed ticket was issued by your company to Mrs. Elizabeth S. Friedman in exchange for Government Transportation Request No. T-1,028,172 on 12 January, 1938. The transportation request reads for transportation from Washington, D.C. to Seattle, Washington and return but was used by the traveler from Washington, D.C. to Seattle, Washington, only.

You are requested to submit bill covering transportation charges on Transportation Request No. T-1,028,172 to this office allowing credit for the inclosed unused portion of round trip ticket. If bill is not submitted by your office within the next week, it is requested that you inform this office of the charges which will be billed by your company for the journey from Washington, D.C. to Seattle, Washington.

By direction of the Commandant.

Very truly yours,

W. H. WEBB,
Chief, Audit and Payroll Section,
Division of Finance.

One Inclosure.

12 March, 1938.

From: Commandant.
To : Mrs. Elizabeth S. Friedman, Cryptanalyst-in-Charge, present.
Subject: Temporary duty; orders; travel.

1. You are authorized to proceed, on or about 14 March, 1938, to Vancouver, British Columbia, on official business. Upon completion of this temporary duty, return to Washington, D. C., and resume your regular status.

2. In view of the fact that it is understood that you will be personally reimbursed for all expenses in connection with the foregoing by the Canadian Government, no travel or per diem expense chargeable to the United States Government is necessary, and none is authorized.

R. R. WARSCHKE.

mtg 104 2nd

DR

11 January, 1938.

From: Commandant.
To: Mrs. Elizabeth S. Friedman, Cryptanalyst-in-Charge, present.
Subject: Temporary duty; orders; travel.

1. Proceed to Vancouver, British Columbia, via Seattle, Washington, timing your departure so as to arrive in Vancouver 17 January, 1938, on official business. Upon completion of this temporary duty, return to Washington, D. C. and resume your present status.

2. In lieu of actual expenses for subsistence, a per diem of \$5.00 is allowed. The travel to Seattle, Washington, is to be made either by commercial aircraft or railroads, as the circumstances may necessitate.

3. The travel necessary to the execution hereof is required by the public interests.

4. The expense incident to the travel and per diem expenses to Seattle and return is to be paid by the Customs Bureau, by transfer of funds, and the transportation and per diem expenses from Seattle to Vancouver and return will be paid by the Royal Canadian Mounted Police.

5. The expense incident to the travel herein authorized is chargeable to travel allotment symbol No. 73.

L. C. COVELL,
Acting.

*Copy to
Mr Carroll*

10R WH 67 Rev. re DR



HEADQUARTERS

ADDRESS THE COMMANDANT, U. S. COAST GUARD
AND REFER TO NO.

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

WASHINGTON 11 January, 1938.

MEMORANDUM FOR CHIEF PERSONNEL OFFICER:

Subject: Mrs. Elizabeth S. Friedman; travel orders.

1. Colonel C. E. L. Sharman, Chief, Narcotics Division, Department of Pensions and National Health, Ottawa, Canada, whose office is prosecuting the Gordon Lim case in Vancouver, B. C., has requested the services of Mrs. Friedman at Vancouver beginning on January 17, 1938.
2. The Bureau of Customs has informally advised this office that it will pay the transportation and per diem expenses of Mrs. Friedman to Seattle and return, and will reimburse the Coast Guard by transfer of funds. This latter will be confirmed in writing today. The Canadian authorities, it is understood, will pay Mrs. Friedman's expenses from Seattle to Vancouver and return to Seattle, including her subsistence expenses.
3. It is requested that the necessary travel orders be issued and that travel by commercial aircraft be authorized if it becomes necessary for Mrs. Friedman to use aircraft in order to arrive at her destination on the date the trial begins, namely January 17, 1938.

F. E. POLLIO,
Lieutenant, U. S. Coast Guard,
Acting Chief Intelligence Officer.

U. S. COAST GUARD

OFFICIAL DISPATCH

UNIT HEADQUARTERS

DATE

11 JAN 1938

INCOMING HEADING

W1 36 NL-OTTAWAN ONT JAN 10 1938

FROM

C H L SHARMAN CHIEF NARCOTICS DIVISION

TO (FOR ACTION)

HEADQUARTERS(REAR ADMIRAL R R WAESCHE)

ACKNOWLEDGE

PRIORITY

ROUTINE

X
NITE

TO (FOR INFORMATION)

ACKNOWLEDGE

PRIORITY

ROUTINE

NITE

TEXT

REFERENCE MY LETTER NOVEMBER FOURTH AND YOUR REPLY NOVEMBER
ELEVENTH LAST GORDON LIMM TRIAL AT VANCOUVER COMMENCES JANUARY
SEVENTEENTH STOP IT WOULD BE VERY GREATLY APPRECIATED IF MRS
FRIEDMAN COULD BE IN VANCOUVER ON THAT DATE

TOR 0619 PT 1 WD

Operator's record.

Initials of "ACTION" officer.

C
O
P
Y

TREASURY DEPARTMENT

BUREAU OF CUSTOMS

Office of Deputy
Commissioner
Investigative Unit

Washington

January 11, 1938.

MEMORANDUM FOR THE COMMANDANT, U. S. C. G. -

Attention: Lt. Pollio

Reference is made to a conversation over the phone this morning had by the undersigned with Lt. Pollio relative to the request made by the Chief of the Narcotics Division of the Canadian Government (Col. C. H. L. Sharman) that Mrs. Friedman be available in court at Vancouver on January 19th next to assist the Royal Canadian police in the Gordon Lim, Wong Fat, Lew Kime Yuen case, and to testify as an expert, if necessary, relative to the deciphering of certain messages involved in the case.

It will be appreciated if you will instruct Mrs. Friedman to proceed to Seattle as early as practicable in order to be available in Vancouver on the date mentioned, and immediately upon her arrival at Seattle to contact the Supervising Customs Agent at that port who will arrange for her transportation to Vancouver. If your office will pay the transportation and per diem expenses of Mrs. Friedman from Washington, D. C., to Seattle and return, the Bureau of Customs will reimburse your bureau for the amount expended by a transfer of funds. It is assumed that the Canadian authorities will pay Mrs. Friedman's expenses from Seattle to Vancouver and return to Seattle, including her subsistence expenses during that period.

(Signed) Thos. J. Gorman
Deputy Commissioner.

Copy for Personnel

In Intelligence memo dated
Jan 11, 1938.

(C O P Y)

R.C.M. POLICE

Vancouver, B.C.

October 27th,
1937.

37E.189-11

Mr. J. L. Green,
Supervising Customs Agent,
U.S. Customs Agency Service,
225 Federal Office Building,
Seattle, Washington, U.S.A.

Dear Sir:

Re: Gordon Lim - Lim Fong Duck,
O. & N.D. Act - Vancouver, B.C.

1. Referring to previous communications in respect to the above case, Mrs. E. S. Friedman, Cryptanalyst-in-charge, United States Coast Guard Headquarters, Washington, arrived in Vancouver on Sunday, October 17th.
2. During the ensuing week, with the assistance of our Official Chinese Interpreter, she was successful in breaking down and completely solving the code cablegrams, which are entered as exhibits in this case.
3. As you were advised by telephone, the trials of Gordon LIM et al have been traversed to the January Assizes, to enable a Royal Commission to take evidence in China on behalf of the defence.
4. Mrs. Friedman, having completed her work, left Vancouver on Sunday, October 24th, to return to Washington. Her services as a witness will be required next January, and formal request is being made to Washington by my Headquarters.
5. I wish to take this opportunity to again express our appreciation of the valuable assistance rendered this Force by Mrs. Friedman, yourself and your Department.

Yours very truly,

(SGD)
(R. L. Cadiz)
Asst. Commissioner,
Commander "E" Division.

RCL/M

(COPY)

15 October, 1937.

From: Commandant.
To : Mrs. Elizabeth S. Friedman, Cryptanalyst-in-Charge, present:
Subject: Temporary duty; orders; travel.

1. Proceed, on or about 16 October, 1937, to Seattle, Washington, and if so requested by the Royal Canadian Mounted Police, proceed to Vancouver, B. C., to testify for that organization in cases now pending. Upon completion of this temporary duty, return to Washington, D. C., and resume your present status.

2. In lieu of actual expenses for subsistence, a per diem of \$5.00 is allowed. The travel to Seattle, Wash., is to be made by commercial aircraft.

3. The travel necessary to the execution hereof is required by the public interests.

4. The expense incident to the travel and per diem expenses to Seattle and return is to be paid by the Customs Bureau, by transfer of funds, and the transportation and per diem expenses to Vancouver and return will be paid by the Canadian authorities.

5. The expense incident to the travel herein authorized is chargeable to travel allotment symbol No. 73.

✓ Copy to Mr Heath
" " " Lonsburg
" " " Carroll

R. A. Walsche
R. A. WALSCHKE.

10/16

MNF-ROW

W H B et.



HEADQUARTERS

ADDRESS THE COMMANDANT, U. S. COAST GUARD
AND REFER TO NO.

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

WASHINGTON 16 October, 1937.

MEMORANDUM FOR CHIEF PERSONNEL OFFICER:

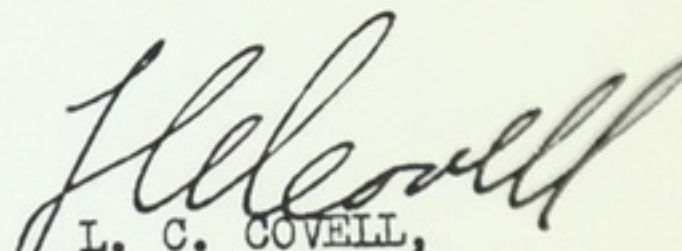
Subject: Mrs. Elizabeth S. Friedman; travel orders.

The Bureau of Customs has requested that a qualified cryptanalyst proceed to Seattle, Washington, and from there to Vancouver, B. C., to assist the Royal Canadian Mounted Police in the prosecution of certain narcotic cases, and to testify as an expert, if necessary, relative to the deciphering of certain messages.

Mrs. Elizabeth S. Friedman has been selected for this duty, and she should leave Washington for Seattle on the evening of October 16, 1937, by airplane. Arrangements have been made to have her furnished transportation to Vancouver by the Customs Agency Service in Seattle.

The Bureau of Customs has agreed to pay the transportation and per diem expenses of Mrs. Friedman from Washington, D. C. to Seattle, Washington, and return, and will reimburse the Coast Guard by transfer of funds. The Canadian authorities will pay her expenses from Seattle to Vancouver and return to Seattle, including her subsistence expenses.

It is requested that the necessary travel orders be issued.


L. C. COVELL,
Assistant Commandant.

14 November, 1935.

Chief Clerk,
Treasury Department.

Sir:

It is requested that the following-named employees at Coast Guard Headquarters be furnished with official passes for the current calendar year:

Mrs. Elizabeth S. Friedman,.....Unlimited ✓
[REDACTED].....Unlimited ✓
[REDACTED].....Lunch. ✓

The first two employees mentioned above are often required to return to work in the evenings, and [REDACTED] is usually required to work during the regular lunch period.

By direction of the Commandant.

Respectfully,

[Signature]
T. ROBERTSON,
Chief, Civilian Personnel Section.

11/14

Rec'd

mfl

Washington, D. C., 11 May, 1933.

Memorandum for the Chief Clerk:

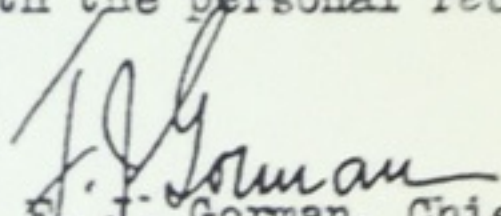
In forwarding the rating sheets which are to be used in compiling the efficiency records for the past year, it is desired to make a number of observations. Although the general deficiencies of and objections to the methods of obtaining efficiency ratings are too well known to be necessary to go into them here, it is felt that, in justice to the personnel of this office, the following statements should be made:

The Cryptanalytic Section of this office consists of, in all, only seven people. The requirement, therefore, that this section must be held to an average of 87% necessitates a considerably lower marking for the individual personnel of this section than would be necessary did the section consist of fifty, thirty, or even fifteen people. In an honest attempt to conform to the rule of the required 87% average, the markings on the sheets have necessarily been placed six to eight, in some cases even ten, points lower than the actual efficiency.

Furthermore, the work of the Cryptanalytic Section is of such a highly specialized nature that it demands qualities differing from any other type of work in the entire bureau or even the Treasury Department. There is no opportunity in the rating sheets to recognize individual success in this highly specialized work. For example, Mr. Cooley, Mr. Hurvitz, and Mr. Gordon have each, during the past year, done original work which has not heretofore been achieved in this field. Yet it is impossible to take recognition of this fact, or even to have it show up by any indirect manner, with the requirements for the rating sheets as they are. In other ways similar statements could be made of every person in this section. The exacting and meticulous nature of the work of Mr. Bartlett, Miss Trotter, and Mrs. Coyle, calling for the exercise of a high order of judgment, because dealing with material of an unknown nature, in reality places their work in a category almost by itself. That Mrs. Friedman's services are frequently requested by other bureaus and departments is in itself a testimonial to her professional capacity and experience.

Hence, in view of the fact that all other Government departments do not make the same requirement of holding a given section to the average of 87% or, indeed, to any prescribed average, and in view of the contingency arising that this specially trained personnel might at some time apply for commensurate

or higher positions in other departments where their efficiency ratings might, for the foregoing reasons, appear much lower than persons doing the same type of work in those departments;- in view of these facts, it is respectfully requested that a copy of this memorandum be filed with the efficiency ratings for the individuals in the Cryptanalytic Section, along with the personal record of each.


F. J. Gorman, Chief
Office of Intelligence

Enclosed:
Copies furnished for record:
Mrs. E. S. Friedman



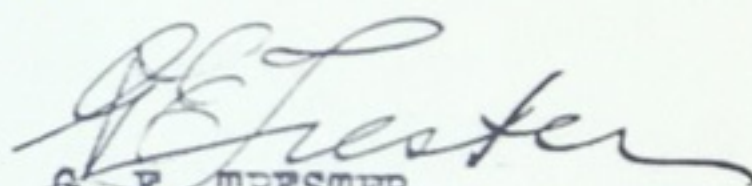
2806 Rec'd 8/28/33

COAST GU HEADQUARTERS

DATE 10 July 1933

MEMORANDUM FOR- CHIEF CLERK

It is requested that the attached letter from the Department of Justice dated 28 June, 1933, (A.W.W.W. EHB) be filed in the record of Mrs. Elizabeth Smith Friedman in accordance with notation of the Commandant.



G. E. TRESTER

Assistant Intelligence Officer.

ADDRESS REPLY TO
"THE ATTORNEY GENERAL"
AND REFER TO
INITIALS AND NUMBER

C O P Y

DEPARTMENT OF JUSTICE
WASHINGTON, D. C.

AMTH:KHB

June 28, 1933.

The Honorable,
The Secretary of the Treasury,
Washington, D. C.

Sir:

I am taking the liberty to bring to your attention the unusual service rendered by Mrs. Elizabeth Smith Friedman in the trial of the largest smuggling case which the Bureau of Prohibition made during the last two years. I prosecuted the case in the United States District Court at New Orleans.

Mrs. Friedman was summoned as an expert witness to testify as to the meaning of certain intercepted radio code messages. These messages were sent to and from Belize, Honduras, New Orleans, and ships at sea. Without their translations, I do not believe that this very important case could have been won.

Mrs. Friedman made an unusual impression upon the jury. Her description of the art of deciphering and decoding established in the minds of all her entire competency to testify. It would have been a misfortune of the first magnitude in the prosecution of this case not to have had a witness of Mrs. Friedman's qualifications and personality available.

Respectfully,

A. W. Woodcock

*Noted with appreciation of the service Mrs. Friedman has rendered the Government -
File with her record -*

H. L. Smith

REQUEST FOR OFFICIAL ABSTRACT.

Coast Guard.

23 February, 1933.

Friedman, Mrs. Elizabeth S.

August 26, 1893

Signal Corps	Code				
War Dept. <small>Wash., D. C.</small>	Construction		1921		1922
Code Sig. Sec.	"		1923		1923
Navy Dept.	"				
Prohibition Bu.					
Treas. Dept.	Cryptanalyst		Dec. 1923	Mar. 1926	
"	"	\$2400	Apr. 1927	July 1 1930	
Customs Bu.	"				
Treas. Dept.	"	\$400	July 1 1930	June 30 1931	

QUESTIONNAIRE

Information Concerning Beneficiary

of the Veterans' Administration.

1. Name.. *Elizabeth Smith Friedman*
2. Location..... *Coast Guard*.....
3. Type of benefit received, such as pension, disability allowance, emergency officers' retirement, or disability compensation.
None
4. Number under which the claim is filed.....

(Signature)

Elizabeth Smith Friedman

Date...

Jan: 26, 1933

9 January, 1933.

Chief,
Division of Appointments,
Treasury Department.

Sir:

Referring to your indorsement of December 5, 1932, on a letter of the Civil Service Commission dated December 2, 1932, requesting a report of officers and employees in the executive civil service whose appointments were not made through competitive examinations, and to letter of this office of 8 December, 1932, you are advised that Mrs. Elizabeth S. Friedman, Cryptanalyst in Charge, grade P-4, in this office, was appointed under the provisions of rule II, section 10, Civil Service Rules, by transfer from the field service of the Customs Bureau. It is understood by this office that this constitutes an "excepted" position. Amended report, table II, to include this position, is submitted herewith in quadruplicate.

By direction of the Commandant.

Respectfully,

A. T. THORSON,
Chief, Division of Finance,
Chief Clerk.

MAILED
JAN 10 1933

Aut.

(Excepted Positions)

Treasury Department
(Department or Establishment)

TABLE II - List of positions which are excepted from examination by law, or under Schedule A or Schedule B of the Civil Service Rules, or under Section 10 of Civil Service Rule II.

Location: State and City	Bureau and Position	Salary	Number of Positions	Number Positions incumbents of which have classified status
Connecticut; New London	Coast Guard; Civilian Instructor	\$3,360.00	1	-----
do	do	1,800.00	1	-----
Washington; D. C.	Coast Guard; Cryptanalyst in Charge	3,800.00	1	1

(Mrs. Bills)

7/21/31

Appt. Div. phoned
that Mrs. Friedman is
not eligible for re-
tirement and should
not be deducted
therefor.

mtg

20 July, 1931.

Chief Clerk,

Treasury Department.

Sir:

It is requested that official passes "Limited", form No. 35, be issued for the current calendar year for the following clerks at Coast Guard Headquarters:

Mrs. Elizabeth S. Friedman, Cryptanalyst in Charge, and
[REDACTED] Principal Cryptographic Clerk.

These clerks frequently have to confer with the Bureau of Customs, Bureau of Prohibition, Department of Justice and the War Department, and have to make frequent trips to the Congressional and Public Libraries for reference books and data.

Respectfully,

By direction,

B. M. CHISWELL
B. M. CHISWELL,
Assistant Commandant.

7/20/31

MH 491

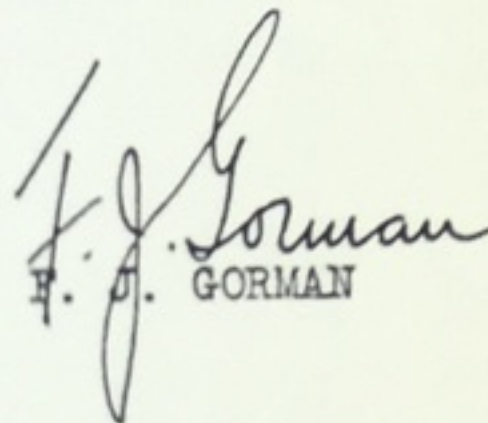
Washington, D. C., July 18, 1931

MEMORANDUM FOR CHIEF CLERK

It is requested that the required passes to enable the following personnel of the Cryptanalytic Unit, Intelligence Office, to enter and leave the building at times other than those specified for civil service employees be furnished:

Mrs. Friedman, Cryptanalyst in Charge
██████████ Principal Cryptographic Clerk

The work of this unit requires frequent conferences and consultations with the Bureau of Customs, Bureau of Prohibition, Department of Justice and War Department. Frequent trips to Congressional and Public Libraries are made for reference books and data. The work is often of an emergent character and it is necessary for one or both of the above to remain during the prescribed lunch hour, or after office hours.


F. J. GORMAN



DIVISION OF APPOINTMENTS

TREASURY DEPARTMENT

OFFICE OF THE SECRETARY

WASHINGTON

June 30, 1931.

Mrs. Elisabeth S. Friedman,
Special Employee at \$2400 per annum,
Customs Agency Service.

Madam:

By direction of the Secretary you have been
transferred and appointed **Cryptanalyst in Charge,**
P-4, in the **United States Coast**
Guard,
with compensation at the rate of **thirty-eight hundred**
dollars per annum, the appointment to take effect on
July 1, 1931.

Respectfully,

(Signed) J. A. [illegible]

Chief, Division of Appointments.

Oath: 7-1-31
B

6-5-31

5 June, 1931.

The Honorable
The Secretary of the Treasury,
(Division of Appointments).

Sir:

I have the honor to recommend that the following-named clerks, at present employed in the field service of the Customs Bureau and carried on their rolls as "special employees", be transferred to the Coast Guard effective July 1, 1931, and appointed as follows:

Mrs. Elizabeth Smith Friedman to the position of Cryptanalyst in Charge, P-4, at \$3800 per annum.

[REDACTED] to the position of Principal Cryptographic Clerk, CAF-5, at \$2,000 per annum.

The above new positions are provided for in the Treasury Appropriation Act for 1932, and have been classified by the Personnel Classification Board.

The Bureau of Customs has been advised of these contemplated transfers, and has given full approval thereto.

Respectfully,

By direction,

B. M. CASSELL,
Assistant Commandant.

6/8/31

EDUCATION AND EXPERIENCE.

Name Elisebeth Smith Friedman

1. EDUCATION.

Schools (Including correspondence courses).	Location	Courses of Study	Period :Yrs.Mos.
Common School	Huntington, Ind.		8
Grades 1 2 3 4 5 6 7 8 9			
High School,.....	Huntington, Ind.	Classical	4
Business Colleges:			
Colleges or Universities:			
Hillsdale College	Hillsdale, Mich.	Arts courses	2
Wooster College	Wooster, Ohio	Arts courses	2
American University (Graduate School)	Washington, D.C.	Archaeology and Political science	1 1/2

2. EXPERIENCE. (List in chronological order).

Employer. (Name and Address).	Position held and character of work.	Period :Yrs.Mos.
(1) Public Schools of Wabash, Ind.	Principal of High School	1
(2) Riverbank Research Laboratories, Geneva, Illinois.	Investigator of literary ciphers	1
(3) Riverbank Research Laboratories, Geneva, Illinois.	Cryptanalytic work during World War**	1 6
(4) Riverbank Research Laboratories, Geneva, Illinois	Research and preparation of book upon the history of the alphabet & written language	1 8
(5) Signal Corps, War Department	Construction of codes and ciphers for official government use	1
(6) Code and Signal Section, Navy Department	Construction of codes and ciphers	5
(7) Prohibition Bureau	Solution of smugglers' communications	4
(8) Prohibition Bureau	Solution of smugglers' communications	3 3
(9) Bureau of Customs	Solution of smugglers' communications (Over)	1

**At that time the U.S. had no government bureau to solve enemy communications. Services of
of large staff contributed by Col. Geo. Fabyan, owner of Riverbank Research Labora-
tories.

3. PREFERENCE. State kind of work preferred, and any special qualifications for such work.

Eugene Smith Friedman
(Signature).

PERSONAL HISTORY

(Statement to be prepared by appointee in his own handwriting)

Bureau, division, or office

Chief, Cryptanalytic Section, Intelligence Office
Coast & Guard

1. Name in full

Elizabeth Smith Friedman

2. Legal (voting) residence

D. C. Washington
(State and Congressional District) (County) (City or town)

3. Where born?

Indiana Huntington When born? Aug. 26, 1873
(State or foreign country) (City or town) (Date)

4. If foreign, state whether naturalized or alien

5. Indicate sex, marital condition, and race by check, thus: ✓

SEX		MARITAL CONDITION				RACE. (If other, state which)	
Male	Female ✓	Single	Married ✓	Divorced	Widowed	White ✓	Colored

6. A complete record of your past civil service for the United States Government:

BRANCH OF SERVICE AND PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
			Month	Day	Year	Month	Day	Year
War Dept. Signal Corps Code construction					1921			1922
Navy " " Code & Signal Section					1923			1923
Treasury, Prohibition Bureau Cryptanalyst		2400	Dec		1925	7 Mar		1926
" " " "	" "	2400	Jan		1927	July	1	1930
" " Bureau of Customs	" "	2400	July	1	1930	"	1	1931

7. Military and naval record. If any, check (✓) to indicate branch and other information and give dates of enlistment and discharge:

None ✓	Army	Navy	Marine Corps	Coast Guard	War Veteran	Pensioner	Veterans' Bureau beneficiary
--------	------	------	--------------	-------------	-------------	-----------	------------------------------

Enlisted _____ Discharged _____

Enlisted _____ Discharged _____

Organization _____

Organization _____

8. EDUCATION
(Circle number of years)

Common school
1 2 3 4 5 6 7 8

High school
1 2 3 4

College
1 2 3 4

Degrees, if any

A.B. not completed for master's

9. Special qualifications

Was engaged during World War in solving enemy communications. Co-author with William F. Friedman of many articles and monographs upon the solution of military codes and ciphers.

10. Name, relationship, and address of person to be notified in case of emergency:

William F. Friedman Husband
(Name) (Relationship)
3932 Military Road, Washington, D.C.
(Post office address)

I certify that the foregoing answers are correct to the best of my knowledge and belief.

Elizabeth Smith Friedman
(Name as usually written and which will be used as official signature)

July 3, 1931
(Date)

Present address 3932 Military Road